

Association Business Meeting Minutes

2019 AAFCO Annual Meeting

Marriott

Louisville, Kentucky

Monday, August 5, 2019

9:44–10:14 am

Marriott 5-6 Ballroom

Agenda

- 1) Bob Geiger convened business session of the Association at 9:44am.
 - 1) Presentation of Awards
 - a) **Presidential Awards**
 - i) Katie Simpson: For dedicated teamwork in furthering the association at Pet Food Forum 2019
 - ii) Stan Cook: For dedicated teamwork in furthering the association at Pet Food Forum 2019
 - iii) Riley Franklin: For dedicated teamwork in furthering the association at Pet Food Forum 2019
 - iv) Melanie Marquez: For dedicated teamwork in furthering the association at Pet Food Forum 2019
 - v) Alisha Christian: For dedicated teamwork in furthering the association at Pet Food Forum 2019
 - vi) Jason Schmidt: For dedicated teamwork in furthering the association at Pet Food Forum 2019
 - vii) Bill Bookout: For dedicated teamwork in furthering the association at Pet Food Forum 2019
 - viii) Bill Burkholder: For dedicated teamwork in furthering the association at Pet Food Forum 2019
 - ix) Angele Thompson: For dedicated teamwork in furthering the association at Pet Food Forum 2019
 - x) Jo Lynn Otero: For dedicated teamwork in furthering the association at Pet Food Forum 2019
 - b) **Distinguished Service Award**
 - i) Erin Bubb In recognition of her hard work and significant leadership of AAFCO and its members in organizing and managing the 2018 & 2019 Feed Administrators Seminar.
 - ii) Dave Dressler In recognition of his hard work and significant leadership of AAFCO and its members in organizing and managing the 2018 & 2019 Feed Administrators Seminar.
 - c) **E. B. Voorhees Award**
 - i) Dr. Ali Kashani: For a career of outstanding vision, leadership, promotion and dedication to the association and assuring safe animal feed.
 - 2) Kristen Green states the AAFCO Board of Directors approved the following Committee Reports: Current Issues and Outreach, Education and Training, Feed and Feed Ingredient Manufacturing, Feed Labeling, Feed Labeling eMeeting 2/19/19; Ingredient Definitions Committee 1/22/19, Ingredient Definitions eMeeting 4/4/19; Inspection and Sampling, Laboratory Methods & Services, Model Bills and Regulations, Pet Food, Proficiency Testing, Strategic Affairs and recommends the same to the membership. I so move. **Dave Phillips Seconds. MOTION CARRIES**
 - 3) **Acceptance of Committee Recommendations:** –Kristen Green, President-Elect
Ingredient Definitions 1/22/19, eMeeting April 4
Report starts on page 21 of the Committee Report Book

- 1) Kristen Green states the AAFCO Board of Directors accepted the recommendation from the IDC and recommends the same to the membership to Revise Feed Term “Canned” to read: Canned (Process) a term applied to animal feed which has been processed, commercially sterilized, and sealed according to 21 CFR part 113 in hermetically sealed containers such as but not limited to cans, pouches, tubs and trays. I so move. **Jacob Fleig Seconds. MOTION CARRIES.**
- 2) Kristen Green states the AAFCO Board of Directors did not accept the recommendation from the IDC to Publish the New Feed Term “Slaughter” to read: Slaughter a process of killing an animal for food or feed and recommends the same to the membership. I so move. **Dave Dressler Seconds. MOTION CARRIES.**
- 3) Publish the following tentative definitions as Official and remove the existing Official definition, if any.
 - a) Kristen Green states the AAFCO Board of Directors accepted the recommendation from the IDC to **T71.40 Low Glucosinolate High Erucic Acid Rapeseed Meal, Solvent Extracted,**** in the AAFCO Official Publication as a tentative definition and remove the existing Official definition, if any and recommends the same to the membership. I so move. **Bob Church Seconds. MOTION CARRIES**
 - i. **T71.40 Low Glucosinolate High Erucic Acid Rapeseed Meal, Solvent Extracted,**:**
is the meal obtained after the removal of most of the oil by the prepress solvent extraction of whole seeds obtained from the genus Brassica [Brassica napus, Brassica rapa (formerly B. campestris), or Brassica juncea] from which the oil shall contain more than 2% erucic acid and the solid component shall contain less than 30 micromoles of any one or any mixture of 3-butenyl glucosinolate, 4-pentenyl glucosinolate, 2-hydroxy-3-butenyl glucosinolate and 2-hydroxy-4-pentenyl glucosinolate, and allyl glucosinolate per gram of air dry, oil free solid. It must contain a maximum of 2% erucic acid, a maximum of 12% crude fiber, and a maximum of 30 micromoles of glucosinolates per gram. It is used in the diets of animals as a source of protein, in accordance with good feeding practice. (Proposed 2019)

Note: ** after an ingredient name means the words “Mechanical Extracted” or “Solvent Extracted” are not required when listed as an ingredient in a manufactured feed.
- 4) Kristen Green states the AAFCO Board of Directors accepted the recommendation from the IDC and recommends the same to the membership to establish and publish in the AAFCO Official Publication a new tentative definition for **T3.1 Suncured Alfalfa Meal, or Pellets, or Ground Alfalfa Hay.** Leave 3.1 in place. I so move. **Jacob Fleig Seconds MOTION CARRIES**
 - a) **T3.1 Suncured Alfalfa Meal, or Pellets, or Ground Alfalfa Hay:**
is the aerial portion of the alfalfa plant, reasonably free of other crop plants, weeds, and mold, which has been dried by solar means, stored as bales or stacks, and finely or coarsely ground. If it is chopped instead of ground, it must be designated as “Suncured Chopped Alfalfa” or “Chopped Alfalfa Hay”. **If the ingredient is further dehydrated by thermal means after being ground, it must be designated as “Dehydrated Suncured Alfalfa Meal, or Pellets”**
- 5) Modify and publish the following definitions as Official in the Official Publication:
 - a) Kristen Green states the AAFCO Board of Directors accepted the recommendation from the IDC to publish **33.17 Gamma-linolenic acid safflower oil** as Official in the AAFCO Official Publication and recommends the same to the membership. I so move. **Jacob Fleig Seconds. MOTION CARRIES**
 - i. **33.17 Gamma-linolenic acid safflower oil** The food additive, gamma-linolenic acid safflower oil, may be safely used in animal food as a source of

gamma-linolenic acid and other omega-6 fatty acids in accordance with the following conditions:

(a) The additive is the oil obtained from whole seeds and/or partially dehulled seeds of a *Carthamus tinctorius* L. safflower Centennial variety genetically engineered to express the delta-6-desaturase gene from *Saprolegnia diclina* Humphrey. The 453 amino acid, delta-6-desaturase enzyme converts the fatty acid linoleic acid to gamma-linolenic acid (all-cis-6,9,12-octadecatrienoic acid) during seed development.

(1) The additive obtained from the seeds of the genetically engineered safflower Centennial variety may be blended with oil obtained from seeds of non-engineered oleic acid safflower varieties in order to meet the specifications required for the additive or the blend in paragraph (a)(2) of this section.

(2) The additive or a safflower oil blend containing the additive for use in animal food meets the following specifications:

(i) Crude fat content of the additive or the safflower oil blend is not less than 99.5 percent.

(ii) Gamma-linolenic acid content is between 350 and 450 milligrams (mg) gamma-linolenic acid per gram of the additive or the safflower oil blend.

(iii) Total content of stearidonic acid and cis, cis-6,9-octadecadienoic acid in the additive or the safflower oil blend must not exceed a total of 0.3 percent.

(b) Addition of the additive, or the safflower oil blend, to complete dry adult maintenance dog food must meet the following:

(1) Addition of the additive or the safflower oil blend cannot provide more than 36 mg gamma-linolenic acid per kilogram body weight of the dog per day in more than 86 mg of the additive or the safflower oil blend. This maximum addition rate of the additive, or the safflower oil blend, is 0.3 percent of a complete dry adult maintenance dog food containing 3,600 kilocalories of metabolizable energy per kilogram of food as-fed.

(2) Adjustments must be made for differing concentrations of gamma-linolenic acid and for dog food formulas of different caloric density and/or that are fed to specific weights, breeds, or dogs of different activity levels to meet the requirements of this paragraph.

(c) Addition of the additive, or the safflower oil blend, to complete dry adult maintenance cat food must meet the following:

(1) Addition of the additive or the safflower oil blend cannot provide more than 33 mg gamma-linolenic acid per kilogram body weight of the cat per day in more than 79 mg of the additive or the safflower oil blend. This maximum addition rate of the additive, or the safflower oil blend, is 0.5 percent of a complete dry adult maintenance cat food containing 4,000 kilocalories of metabolizable energy per kilogram of food as-fed.

(2) Adjustments must be made for differing concentrations of gamma-linolenic acid and for cat food formulas of different caloric density and/or that are fed to specific weights, breeds, or cats of different activity levels to meet the requirements of this paragraph.

(d) To assure safe use of the additive, in addition to other information required by the Federal Food, Drug, and Cosmetic Act, the label and labeling of the additive shall bear the following:

(1) The name of the additive, gamma-linolenic acid safflower oil, or GLA safflower oil;

- (2) A guarantee for the minimum content of gamma-linolenic acid; and
- (3) Adequate directions for use such that the finished animal food complies with the provisions of paragraphs (b) and (c) of this section.

(Proposed XXXXX) 21 CFR 573.492.

- b) Kristen Green states the AAFCO Board of Directors accepted the recommendation from the IDC to publish **73.046 Silicon dioxide** as Official in the AAFCO Official Publication and recommends the same to the membership. I so move. **Austin Therrell Seconds. MOTION CARRIES**

- i. **73.046 Silicon dioxide** The food additive silicon dioxide may be safely used in animal feed in accordance with the following conditions:

- (a) The food additive is manufactured by vapor phase hydrolysis or by other means whereby the particle size is such as to accomplish the intended effect.

- (b) It is used or intended for use in feed components as an anticaking agent, and/or grinding aid, as follows:

34 Feed component	Limitations (percent)
BHT (butylated hydroxytoluene)	2
Methionine hydroxy analog and its calcium salts	1
Piperazine, piperazine salts	0.8
Sodium propionate	1
Urea	1
Vitamins ^a	3

- (c) It is used in feed as an anticaking agent in an amount not to exceed that reasonably required to accomplish its intended effect and in no case in an amount to exceed 2 percent by weight of the finished feed.

- (d) It is used or intended for use in feed components, as a carrier as follows:

Feed component	Limitations (percent)
Flavors	50
Selenomethionine hydroxy analogue	95

- (e) To assure safe use of the additive, silicon dioxide is to be used in an amount not to exceed that reasonably required to accomplish its intended effect, and silicon dioxide from all sources cannot exceed 2 percent by weight of the complete feed.

21 CFR 573.940 (Proposed 1964, Adopted 1965, Amended 2008, Adopted 2010, Amended 2018, **Amended xxxx**)

^aSilicon dioxide may be mixed with Vitamin E at levels up to 50%, to produce Vitamin E Supplement for addition to animal feed. Where silicon dioxide is used as a dispersant and/or flow agent to assist with uniform and consistent distribution of the vitamin E supplements in animal feed, silicon dioxide should be declared on the ingredient list of the vitamin E supplement.

- 6) Publish the following new definition as Tentative in the Official Publication:

- a) Kristen Green states the AAFCO Board of Directors accepted the recommendation from the IDC to publish **T60.118 Ground Juniper** in the AAFCO Official Publication as a new tentative definition and recommends the same to the membership. I so move. **Ben Jones Seconds. MOTION CARRIES**

- i. **T60.118 Ground Juniper:**

is a roughage consisting of the entire aerial portion of the juniper plant (trunk, bark, branches, leaves, and berries), obtained only from *Juniperus pinchotii* and/or *Juniperus ashei*. Any plant part below ground level is excluded to avoid contamination with soil and/or rocks. It is ground to pass a screen no larger than 5/8 inches (15.875 mm). The ingredient must be guaranteed for crude protein and acid detergent fiber. Ground juniper is to be fed as a dietary roughage for cattle, sheep, or goats in accordance with good feeding practices. (proposed xxxx)

7) Publish the following new definition as Official in the Official Publication:

a) Kristen Green states the AAFCO Board of Directors accepted the recommendation from the IDC to publish **57.168 Selenomethionine hydroxy analogue** as Official in the AAFCO Official Publication and recommends the same to the membership. I so move. **Ken Bowers**
Seconds. MOTION CARRIES

i. **57.168 Selenomethionine hydroxy analogue:**

Selenomethionine hydroxy analogue [R,S-2-hydroxy-4-methylselenobutanoic acid (CAS 873660-49-2)] is manufactured by the reaction of elemental selenium with methyl lithium to form a methylseleno salt, which is then reacted with R,S-2-hydroxybutyrolactone to form a salt of 2-hydroxy-4-methylselenobutanoic acid. After acidification and purification, the additive consists of not less than 39.5 percent total selenium by weight with a selenomethionine hydroxy analogue content of not less than 98 percent of total selenium. The total organic selenium content of the additive is not less than 99 percent of total selenium.

(1) The selenomethionine hydroxy analogue meets the following specifications:

- (i) Arsenic, not more than 2 parts per million (ppm);
- (ii) Cadmium, not more than 1 ppm;
- (iii) Lead, not more than 1 ppm; and
- (iv) Mercury, not more than 1 ppm.

(2) Selenium, as selenomethionine hydroxy analogue, is added to complete feed for chickens, turkeys, and swine at a level not to exceed 0.3 ppm.

(3) To ensure safe use of the additive, in addition to the other information required by the Federal Food, Drug, and Cosmetic Act, the label and labeling of selenomethionine hydroxy analogue in its packaged form shall contain:

- (i) The name, selenomethionine hydroxy analogue;
- (ii) Minimum and maximum guarantees for a total selenium content of not less than 2.08 percent (weight/weight) and not more than 2.24 percent;
- (iii) Minimum guarantee for selenomethionine hydroxy analogue content of not less than 5.2 percent;
- (iv) The following statement, ``Storage Conditions: Selenomethionine hydroxy analogue must be stored in a closed package at temperatures not higher than 20°C (68°F)."; and

(v) An expiration date not to exceed 1 year from the date of manufacture.

(4) Selenomethionine hydroxy analogue, shall be incorporated into each ton of complete feed by adding no less than 1 pound of a premix containing no more than 272.4 milligrams of added selenium per pound.

(5) The premix manufacturer shall follow good manufacturing practices in the production of selenium premixes. Inventory, production, and distribution records must provide a complete and accurate history of product production. Production controls must assure products to be what they are purported and labeled. Production controls shall include analysis sufficient to adequately monitor quality.

(6) The label or labeling of any selenium premix shall bear adequate directions and cautions for use including this statement: "Caution: Follow label directions. The addition to feed of higher levels of this premix containing selenium is not permitted."

(Proposed XXXX) 21 CFR 573.920

Model Bills:

Report starts on page 45 of the Committee Report Book

- 1) Kristen Green states the AAFCO Board of Directors accepted the recommendation from the Model Bills and Regulations Committee that the following revisions be made to the Statements for Uniform Interpretation and Policy (SUIP) of Chapter 5 in the AAFCO Official Publication to add the following preamble to the SUIP section of the AAFCO Official Publication, and recommends the same to membership. I so move. **Doug Lueders**
Seconds. MOTION CARRIES
This section includes Statements for Uniform Interpretation and Policy (SUIP) of the AAFCO Model Bills and Regulations. In general, AAFCO SUIPs do not establish legally enforceable responsibilities. Instead, these SUIPs describe AAFCO's current thinking on a topic and should be viewed only as recommendations, in the absence of specific regulatory or statutory requirements. There are many pathways for statements to be published in Chapter 5, one of which is by recommendation from the AAFCO Model Bills and Regulations Committee to the AAFCO Board of Directors as a means of further clarification and interpretation. These statements should shall be reviewed every two years on odd number years at the AAFCO Mid-Year Meeting by a subgroup of the Model Bills and Regulations Committee to determine relevancy and applicability, then deleted or moved to the appropriate section of the Official Publication when such actions are warranted.

- 2) Kristen Green states the AAFCO Board of Directors accepted the recommendation from the Model Bills and Regulations Committee to delete SUIP 10 and recommends the same to membership. I so move. **Austin Therrell Seconds. MOTION CARRIES**
Brand Names - The registration of feeds under the same brand name by two or more registrants shall be discouraged. This shall apply also to products with brand names so similar in character that such are likely to be confused by the purchaser. Whenever the same brand name, or one very similar, is offered by another firm, the registration official shall acquaint both firms with the facts so that confusion associated with duplication may be avoided. (Adopted 1958, Amended 1963)

- 3) Kristen Green states the AAFCO Board of Directors accepted the recommendation from The Model Bills and Regulations Committee and recommends the same to membership to move SUIP 15 – Raw Leather Residue to Regulation 10 – Adulterant of the Model Regulations under the Model Bill by adding the following language:
10(a)(6) Raw leather residue from tanning or leather manufacturing
I so move. **Doug Lueders Seconds. MOTION CARRIES**

- 4) Kristen Green states the AAFCO Board of Directors accepted the recommendation from The Model Bills and Regulations Committee and recommends the same to membership to delete SUIP 15 if Regulation 10(a)(6) is approved. I so move. **Jacob Fleig Seconds. MOTION CARRIES**

- 5) Kristen Green states the AAFCO Board of Directors accepted the recommendation from The Model Bill and Regulations Committee and recommends the same to membership to add Regulation 8(b) language to the Model Regulations under the Model Bill based on SUIP 19 regarding Feeding or Use Directions for Feeds Containing High Levels of Non-Protein Sources of Nitrogen and moving current Regulation 8(b) and (c) items to Regulation 8(c) and (d) respectively. I so move. **Mark LeBlanc Seconds. MOTION CARRIES**
8(b) Feeding or use directions for those feeds in which more than 50% of the protein content is derived from non-protein nitrogen sources should include recommendations as to providing adequate supplies of drinking water, sources of energy, forages being fed, minerals, adaptation ("warm-up") periods and stress conditions when necessary.

6) Kristen Green states the AAFCO Board of Directors accepted the recommendation from The Model Bills and Regulations Committee and recommends the same to membership to delete SUIP 19 if Regulation 8(b) is approved. I so move. **Doug Lueders Seconds. MOTION CARRIES**

7) Kristen Green states the AAFCO Board of Directors accepted the recommendation from The Model Bills and Regulations Committee and recommends the same to membership to revise Regulation 4 – Expression of Guarantees of the Model Regulations Under the Model Bill. I so move. **Doug Lueders Seconds. MOTION CARRIES**

Model Regulations Under the Model Bill, Regulation 4: Expression of Guarantees

Add: (c) (8) Products labeled with a quantity statement (e.g. tablets, capsules, granules, or liquid) may state vitamin guarantees in milligrams per unit (e.g. tablets, capsules, granules, or liquids) consistent with the quantity statement and directions for use.

Model Regulations Under the Model Bill, Regulation 4: Expression of Guarantees

Revise (g) as follows:

~~(g) Guarantees for microorganisms shall be stated in colony forming units per gram (CFU/g) when directions are for using the product in grams, or in colony forming units per pound (CFU/lb.) when directions are for using the product in pounds. A parenthetical statement following the guarantee shall list each species in order of predominance.~~

(g) Guarantees for microorganisms shall list each **genus and** species in order of predominance, and shall be stated and conform to the following:

- (1) Colony forming units per gram (CFU/g) **or per pound (CFU/lb.)** consistent with the directions for use; or
- ~~(2) Colony forming units per pound (CFU/lb.) consistent with the directions for use; or~~
- (2) CFU per unit (e.g., tablets, capsules, granules or liquids) consistent with directions for use and the quantity statement or weight equivalent (e.g., 1 fl. oz. = 28 grams) for liquid products.

Model Regulations Under the Model Bill, Regulation 4: Expression of Guarantees

Revise (h) as follows:

~~(h) Guarantees for enzymes shall be stated in units of enzymatic activity per unit weight or volume, consistent with label directions. The source organism for each type of enzymatic activity shall be specified, such as: Protease (*Bacillus subtilis*) 5.5 mg amino acids liberated/min./milligram. If two or more sources have the same type of activity, they shall be listed in order of predominance based on the amount of enzymatic activity provided.~~

(h) Guarantees for enzymes shall be stated and conform to the following:

- (1) Units of enzymatic activity per unit weight or volume consistent with **the** directions for use; or
- (3) Enzymatic activity per unit (e.g., tablets, capsules, granules, or liquids) consistent with the directions for use and the quantity statement or weight equivalent (e.g., 1 fl. oz. = 28 grams) for liquid products.
- (4) The source organism for each type of enzymatic activity shall be specified, such as: protease (*Bacillus subtilis*) 5.5 mg amino acids liberated/min./milligram. If two or more sources have the same type of activity, they shall be listed in order of predominance based on the amount of enzymatic activity provided.

- 8) Kristen Green states the AAFCO Board of Directors accepted the recommendation from The Model Bills and Regulations Committee and recommends the same to membership to revise Regulation PF4 – Expression of Guarantees of the Model Regulations for Pet Food and Specialty Pet Food Under the Model Bill. I so move. **Doug Lueders Seconds. MOTION CARRIES**

The “Guaranteed Analysis” shall be listed ***under the heading “Guaranteed Analysis”*** in the following order and format unless otherwise specified in these Regulations:

- (1) A pet food or specialty pet food label shall list the following required guarantees;
 - A. Minimum percentage of crude protein;
 - B. Minimum percentage of crude fat;
 - C. Maximum percentage of crude fat, if required by Regulation PF10;
 - D. Maximum percentage of crude fiber;
 - E. Maximum percentage of moisture; and
 - F. Additional guarantees shall follow moisture...

- 9) Kristen Green states the AAFCO Board of Directors accepted the recommendation from The Model Bills and Regulations Committee and recommends the same to membership to revise Regulation PF9 – Statements of Calorie Content of the Model Regulations for Pet Food and Specialty Pet Food Under the Model Bill. I so move. **JoLynn Otero Seconds. MOTION CARRIES**

(a) The label of a dog or cat food, including snacks, treats, and supplements, shall bear a statement of calorie content and meet all of the following:

- (1) The statement shall be separate and distinct from the “Guaranteed Analysis” and appear under the heading “Calorie Content”;
- (2) The statement shall be measured in terms of metabolizable energy (ME) on an “as fed” basis and must be expressed, ***including either the words ‘metabolizable energy’ or the abbreviation ‘ME,’*** both as “kilocalories per kilogram” (“kcal/kg”) of product, and as kilocalories per familiar household measure (e.g., cans or cups) or unit of product (e.g., treats or pieces); and
- (3) The calorie content is determined by one of the following methods:

Strategic Affairs:

Report starts on page 66 of the Committee Report Book:

- 1) Kristen Green states the AAFCO Board of Directors accepted the recommendation from The Strategic Affairs Committee and recommends the same to membership to edit Advisors on page 20 of the 2019 OP. I so move. **Mark LeBlanc Seconds. MOTION CARRIES**

It is the general practice of AAFCO to invite representatives of industry/trade associations and consumer groups to serve as advisors to the various AAFCO committees (including subcommittees), task forces or work groups during their open meetings. AAFCO invites these groups to nominate individuals to serve as committee advisors to be available to answer questions relevant to animal nutrition, analytical expertise, industry practices or other pertinent questions. Committee advisors do not serve as members of an AAFCO committee, ~~task force or work group~~, nor do they have a vote in committee level ~~any~~ AAFCO deliberations. Committee advisors serve as a voting member of work groups and task forces supporting the respective committee. Any advisor who behaves in a manner disruptive to committee business is subject to removal as an advisor to the committee by the AAFCO President. The following committee advisors are currently available as a resource to the specified committee(s) or task force(s)

- 2) Kristen Green states the AAFCO Board of Directors accepted the recommendation from The Strategic Affairs Committee and recommends the same to membership to edit Advisors on page 102 of the 2019 OP and page 14 of the Procedures Manual. I so move. **Jacob Fleig Seconds. MOTION CARRIES**

Advisors – May be requested by the President to represent industry/trade and consumers groups on AAFCO committees (including subcommittees), task forces, or working groups. Following all nominations, the President, with the advice of the Board, may accept representatives. The President may also choose to appoint other individuals. Generally, the President and Board take into consideration the individual's demonstrated expertise on a given subject matter, their willingness to work with others in AAFCO, and their ability to facilitate the goals of the organization. These advisors will be called upon to answer questions relevant to animal nutrition, analytical expertise, industry practices, or other pertinent question. The number of advisors is usually limited by the size of the committee. ~~In accordance with the By-Laws, advisors cannot vote at the committee level or above.~~ Committee advisors do not serve as members of an AAFCO committee, nor do they have a vote in committee level deliberations. Committee advisors serve as a voting member of work groups and task forces supporting the respective committee. Any advisor who behaves in a manner disruptive to committee business is subject to removal as an advisor to the committee by the AAFCO President.

- 3) Kristen Green states the AAFCO Board of Directors accepted the recommendation from The Strategic Affairs Committee and recommends the same to membership to edit Subcommittees on page 102 of the 2019 OP and page 14 of the Procedures manual. I so move. **Sally Flowers Seconds. MOTION CARRIES**

Subcommittees – Are made up of committee members and are “task/topic specific” (e.g., By-Laws Subcommittee of Strategic Affairs), used to divide responsibilities, or focus work, into more manageable groups of interest or expertise. Subcommittees do not generally have time restrictions imposed on their existence, and work tends to be a subset of the standing committee charge(s). Subcommittees may be created by a committee chair, as needed, to address the needs on the committee function. ~~Advisors may be asked to provide input into the subcommittee makeup.~~

4) Old Business

a) Common or Usual Feed Term

Doug Lueders MOTION to remove from table. Richard Ten Eyck Seconds. MOTION CARRIES.

Kristen Green MOTION to accept the proposed feed term. Doug Lueders seconds. MOTION FAILS.

- 5) Kristen Green states the AAFCO Board of Directors accepted the recommendation from The Nominating Committee and recommends the same to membership for the 2020 Board of Directors. I so move. **Doug Lueders Seconds. MOTION CARRIES.**

President: Kristen Green, KY
Past President: Bob Geiger, IN
Secretary Treasurer: Ali Kashani, WA
President Elect: Erin Bubb, PA
Director: George Ferguson, NC
Director: Austin Therrell, SC
Director: Hollis Glen, CO
Director: Eric Brady, TN
Director: Joshua Arbaugh, WV

This concludes committee and board recommendations needing membership approval.

10:14am Ali Kashani MOTION to adjourn business meeting. Heather Bartley Seconds. MOTION CARRIES

6) **Credential Report – FASS**

Number of Voting Member States Represented - 32
Number of States in attendance - 46

Number of Countries - 6
Number of FDA Representatives - 45
Number of Life Members - 4
Total Meeting Attendance – 478

**October 17, 2019 - Austin MOTION to approve Association Business meeting minutes. Kristen Green
Seconds. MOTION CARRIES**