**DRAFT AGENDA**

Strategic Affairs Committee  
January 23, 2019  
10:15 am – 12:00 pm

1. **Introductions and Agenda Review**

2. **Sub-Committee**
   - By-Laws: Ken
     - Clarify member versus advisor participation on committees, task forces or work groups (OP, page 20)
     - 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.

3. **Strategic Planning 2017-20**
   - Update from Responsible Committees
   - Addressing more priority goals

4. **Strategic Planning 2021+**

5. **Vision/Mission Statement update: Stan**

6. **Other business**
# Action Item Table:

<table>
<thead>
<tr>
<th>Responsible</th>
<th>Item</th>
<th>Action</th>
<th>Timing / Status</th>
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<tbody>
<tr>
<td>Linda/Committee Chairs</td>
<td>Strategic Plan priorities 2017-20</td>
<td>Update FeedBin. Committee chairs asked to update as they make progress.</td>
<td>Update FeedBin per August 2018 Annual meeting reporting.</td>
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<tr>
<td>Board</td>
<td>Vision/mission statement review</td>
<td>Recommendation to the Board to consider holding a session to review and update the vision/mission statement as appropriate, with a facilitator experienced in this area. The Board met the same afternoon and supported holding a Board session at Seminar.</td>
<td>October 2018 Board session held to finalize. Complete</td>
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<td>By-Laws (Ken)</td>
<td>OP, page 20 Committee advisors sentence</td>
<td>Review &quot;Committee advisors do not serve as members of an AAFCO committee, task force or work group, nor do they have a vote in any AAFCO deliberations.&quot; to better clarify member versus advisor participation on committees, task forces or work groups.</td>
<td>January 2019</td>
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<td>By-Laws (Ken)</td>
<td>AAFCO Conflict of Interest (COI) sign off for Chairs and Investigators</td>
<td>1. Consider examples of potential conflicts that are open but don’t preclude other issues. 2. 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. 3. 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.</td>
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