

AAFCO Board of Directors
Monthly Conference Call
Tuesday, November 13, 2012
11:00am-12 noon (EST)
Call-in – 1-800-944-8766; PC: 70236#

Agenda

1. Updates on APHL Contract and process - Nancy Thiex, Ali Kashani, Jenna Stoia

- a. APHL Grant partnership will consist of several million dollars over 5 years and will require BOD support. Contract is now ready to sign.
- b. We will hold our first meeting on 10.17.12 as a meeting.
- c. AOAC had a meeting on October 2nd to introduce the grant; first meeting will be held October 17th to plan and organize. Nancy did a power point that would be good to send out to Board.
- d. There are nine specific outcomes we have to address. Each is broad and has individual projects associated with each outcome.
- e. Subcontracts are being signed with Nancy, Andy Crawford, and Melinda Walsh
- f. Nancy will prepare a tracking sheet to use when updating the BOD on activities
- g. Focusing on specific outcomes now:
 - i. Expansion of the check sample program
 1. Pet food add-on has been done
 2. Will include residues, heavy metals, and drug residues, mycotoxins, incorporating pet food etc. Will not include pesticide residue
 3. Seek ISO accreditation for the program – Andy Crawford will do analysis, working on software to handle mycotoxins and heavy metals etc...
 1. Application to accrediting body to come in, do the auditing, see if we can obtain accreditation of ISO.... (ask Nancy for more info)
 4. Melinda Walsh will be helping Vicki with extra duties (lab data, writing SOPs)
 - ii. Revision of quality control guidelines that we currently have – getting these revisions to the accrediting body as a supplement. Project chaired by Brenda Snodgrass
 1. Offer 1 training at OK for all states for Quality Assurance/Quality Control
 - iii. Development of sampling and sample handling workgroup – APHL, AFDO, and AAFCO (hopefully FDA) will make up the workgroup to harmonize and develop sampling and sample handling for feed and food. Looking for AAFCO volunteers

2. Updates on Midyear – Albuquerque, NM - Jenna Stoia, Tim Darden

- a. Registration and hotel booking open – online. Sending out another reminder
- b. Registration fees
- c. Agenda development
 - i. Ali: would we want a speaker at the general session be the grant? APHL?
 - ii. Feed Standards (AFRPS), routing GRAS, definitions
- d. Pet Food Watch
- e. Confirmation from publications dept. about the documents we need for the meeting. Committee chairs will be contacted today with deadlines for their agendas, BOD and membership vote items and any committee reports.

3. FDA-AAFCO joint meeting – updates and follow-up – Tim Darden

4. AAFCO Strategic Session, October 18, 2012, Washington – Tim Darden and Linda Morrison

- a. Strategic plan priorities document shared with BOD and 1 week deadline to comment
- b. Jenna: send to committee chairs, to review and comment, set up a conference call (first week of December) so they have time for questions/clarification before the Dec. 10th deadline
- c. Expect to accept report at next BOD call – Dec. 11th

5. Membership dues

- a. 501 c3 organizations: membership dues play critical role in establishing before the IRS an organization's status

6. New Members Meeting Navigation Guide (see attached document) – Glo Dunnavan

7. FDAAA Legislation – technical fix to use AAFCO definitions (see attached letter of support)

- a. AAFCO do not intend to approach legislature.

8. By-Laws update and recommendations – Ken Bowers

- a. Received from lawyer; setting up a meeting with Linda and April.
- b. Members terminology is confusing; suggested a few things be removed and put in the procedures manual
- c. Needs to be on agenda at Midyear

9. Animal Feed Regulatory Program Standards

- a. Reviewed and returned Ken Bowers, Tim Darden, Mark Leblanc, and Bob Waltz. No substantive comments made
- b. Basically no major issues though particular state comments may have issues and would comment separately
- c. First release will be a draft

10. Official Publication – current status/ electronic OP– Jenna Stoia

- a. Edits slow; print version will be available in January

11. PFP New Governance Structure – Bob Waltz.

- a. Proposed: Tim Darden as new AAFCO Representative to Coordinating Committee; Chad Linton, representing AAFCO for Implementation Committee – Jenna sent this out

12. Aflatoxin Updates

13. Audit Updates?