

**AAFCO Mid-year Meeting**  
**Minutes of the Collaborative Check Sample Program Committee Meeting**

Tuesday January 18<sup>th</sup> 2011, 1:30-5:30pm, St. Pete Beach FL

The following were in attendance:

<b>Name</b>	<b>Representing</b>	<b>Telephone</b>	<b>Email</b>
Victoria Siegel*	Office of Indiana State Chemist	765-494-1565	vsiegel@purdue.edu
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Amy Johnson	AOCS	217-693-4820	Amyj@aocs.org
Nancy Thiex*	South Dakota State University	605-688-5466	nancy.thiex@sdstate.edu
Melton Bryant*	University of Kentucky	859-257-4834	mbryant@uky.edu
Laszlo Torma	Pickering Labs	406-587-7900	laszlo@pickeringlabs.com
Melissa Miller	Covance Laboratories	317-467-7564	Melissa.miller@covance.com
Jamey Johnson	AR State Plant Board	501-219-6338	jamey.johnson@aspb.ar.gov
Karen Stephani*	NYS Ag & Markets & Food Lab	518-457-0906	karen.stephani@agmkt.state.ny.us
Robert Sheridan	NYS Ag & Markets	518-457-8885	Robert.sheridan@agmkt.state.ny.us
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Bill Hall	Mosaic	813-500-6670	Bill.hall@mosaicco.com
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Jeff Horst	Agri-King Inc.	815-589-2525	Jeff.horst@agriking.com
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Sharon Shea	APHL	240-485-2777	Sharon.shea@aphl.org
Dennis Givens	Cargill Corn Milling	641-969-3931	Dennis-givens@cargill.com
Olga Pechanova	Mississippi State Chemical Lab	662-325-7804	opechanova@mscl.msstate.edu

\* Indicates members of the committee

The meeting was led by Victoria Siegel, Committee Chair

Note: the minutes of the annual meeting had been approved by e-vote in October 2010 and are posted on the AAFCO website.

1. Sharon Krebs provided data for the financial report

**2. Program Participation report**

Current enrollment for 2011 Program is 185 of which

-110 (54%) US labs

-66 (36%) International labs

-19 (10%) Canadian Labs

*Update: Current enrollment for 2011 Program is 247 of which*

-128 (52%) US labs  
-95 (38%) International labs  
-24 (10%) Canadian Labs

We have increased the level of participation in the Program from 235 labs in 2010. Growth continues with international labs, particularly labs in China. A special group of 97 analysts at 18 different lab locations (17 in the US and 1 in Canada) is also enrolled.

### 3. Review and revision of the proposed Purpose Statement for the committee.

**The old statement:** "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."

Following discussion the following purpose statement was proposed and approved by the committee (Nancy Thiex moved, Sharon Webb second, all in favour). Items listed in blue were revised from the original proposed new purpose statement.

**The new statement:** "To support regulatory, industry and commercial feed, pet food, or feed ingredient testing laboratories by providing a proficiency testing program that is compliant with International guidelines at nominal cost to laboratories. To document the use and performance of analytical test methods and to provide information to other AAFCO committees as requested. To provide participating testing laboratories with performance-monitoring tools that are common requirements of accreditation, and to produce testing materials with associated consensus values."

The BOD has requested that the committee also review and update the membership and general operating procedures statements that are published in the OP.

The following revised statements were proposed and approved by the committee (Nancy Thiex moved, Sharon Webb second, all in favour). Items listed in blue were revised from the original membership and operating procedures.

#### **Membership**

Membership is comprised of AAFCO members. Industry representatives may serve as advisors to this committee.

#### **General operating procedures**

- Operate proficiency testing program(s) to provide reference points for individual laboratories.
- Contract a qualified laboratory to prepare and distribute samples, as specified in the Program's Quality Manual.
- Provide statistical analyses suitable for lab participants to use in monitoring their performance and method evaluation.
- Employ a consultant to perform the statistical analysis and to provide the reporting output.
- Recruit a volunteer web programmer to maintain the AAFCO Data Reporting Website.
- Provide estimates of the accuracy of the more widely used analytical test methods and recommend analytical variations (AV's) for use as guidelines in assessing the acceptability of products appearing to be marginally acceptable.
- Encourage the use of the most effective methods of analysis.
- Meet during the AAFCO Mid-year and Annual meetings and as needed during the AOAC International meeting. All participants in the proficiency testing program are

invited to take part in the meetings, help plan sample schedules and give guidance to the programs.

- Respond to the directions of the [AAFCO President](#) in whatever form received. All other requests for action should be in writing. All requests must meet the guidelines as set forth in the “Committee Guidelines”.
- Submit committee report for [AAFCO Annual meeting](#).
- Offer for purchase past Program proficiency samples with the accompanying consensus values within a two-year period of the original testing round, as available.

#### 4. Compliance with the IHP / Role in FFIS?

An update on the Data Reporting Website was given by the Chair. The changes to the Program have been received extremely well and the website itself functions as designed. We are still waiting for some needed updates (top priority is introduction of a sample reporting template) but the volunteer web-programmer has had little available time. The group reviewed a revised draft “Consensus Report for Quality Reference Materials” which is a report we have designed to be included with the purchase of remaining past samples.

***Action item:** To be consistent with common terminology used for accreditation we are limiting use of the term “Check Sample” in our documents and are replacing it with “Proficiency Test Sample”. For simplicity, Andy is to remove the word “Check” from the report as follows:-*

*Consensus Report for AAFCO Check Sample 201031 will become Consensus Report for AAFCO Sample 201031.*

The revised invoice form used for placing orders for past samples was reviewed. The form title has been edited to “Quality Reference Material / Past Sample Order form – invoice”. A discussion regarding the pricing of past samples produced a motion that non-participant labs pay \$60 per portion while participant labs continue to pay the current rate of \$30 per portion. Sharon Webb moved the motion which was seconded by Ursula Gage and all present were in favor. Motion passed.

A draft policy for Zero range reporting compliance was reviewed by the group, suggesting two different options (situation 1 & 2) and a compliance report. Based upon discussion, the simplest option for the policy (situation 1) is all we need and the potential compliance report was considered to be too close to judgment, not providing much real value to the Program.

***Action item:** The draft compliance policy for zero range reporting will be revised as suggested and presented at the 2011 Annual meeting.*

Related to the zero range reporting issue is the need for a review of past sample data to identify analytes that need to have the AAFCO unit revised (for example, some minerals or drugs). No further progress had been made with this project since the 2010 Annual meeting.

***Action item:** Work with Andy to see if he can help us accomplish this (auto sort based upon number of zeros past the decimal point?).*

Development of a Quality Manual for the Program – using recommendations from the 1993 IUPAC IHP document by Michael Thompson & Roger Wood, a draft outline for the organization of the manual has been created and will be distributed with the minutes.

***Action item:** committee members provide feedback on whether additional sections are required. Chair will begin populating the document with available information for review at the Annual meeting.*

Role in the Integrated Food Safety System IFSS / Partnership for Food Protection (PFP) – The Chair reported that she is a member of the Lab Task Group for the PFP and has volunteered to serve on the Proficiency Testing sub-committee, so we'll be “in the loop” regarding plans for a national PT program.

**Update:** *Chair is currently serving as the State lead for the PFP PT sub-committee. This committee is recommending the use of existing PT programs to fulfill accreditation requirements and is working to create guidance documents that catalog available programs and assist labs in identification of programs that best meet the Accreditation Body requirements for food and feed testing labs (chemistry, microbiology & radiochemistry methods).*

Is the time right to consider accreditation? PT providers can be accredited to ILAC G13 (includes elements from ISO guide 43-1, ISO 17025 and ISO 9000). The group is in agreement that we should look for information and possible sources of financial help.

**Action item:** *contact Amy Johnson at AOCS to get A2LA documents*

## **5. Method code needs – reporting of trace / residue levels**

Some participant labs are very interested in using the AAFCO samples to report screening data being collected to survey for mycotoxin contamination, drug and antibiotic residues and heavy metal content. A discussion of how to incorporate this type of reporting into the current system considered how many additional AAFCO method codes and method descriptions this would require. For the mycotoxins, we currently only have AAFCO method codes for Aflatoxin. We would need to add codes for the following mycotoxins: total aflatoxins, AB1, AB2, AG1, AG2, total fumonisins, FB1, FB2, FB3, DON, zearalenone, Ochratoxin A and T-2. These mycotoxins are all identified in the method needs statement for multi-mycotoxins. The specified unit would need to allow for very low level reporting, but with a large range. Given that PT programs cannot assign performance scores to less than numbers, we would need to decide how to handle results that are BQL or BDL and would likely need to incorporate a comments screen into the sample entry screen of the data reporting website so that reporting quantitation limits can be documented. Potential method descriptions include ELISA test kits, LC-UV, LC-FL, LC-MS/MS, GC/MS, GC/ECD. Obviously, this is quite an undertaking and we considered whether to make the trace-level data be separately reported but still have the same sample used, and possibly limit it initially to a quarterly project. We will draft a participant survey considering frequency, purchasing of additional sample, interest level for mycotoxins, drug residues or heavy metals.

**Action item:** *Karen Stephani has volunteered to start drafting a survey and we will all think about how to best accomplish this and have further discussion at the Annual meeting.*

## **6. Special samples**

Suggestions for the 2011 feed ingredient included corn gluten feed, soybean meal or medicated liquid molasses. Cargill may have a corn protein concentrate that could be a good sample.

**Action item:** *Chair will follow up and report back at the annual meeting.*

A special canned pet food sample is in the works.

**Update:** *we have an agreement with a pet food manufacturer and are finalizing the paperwork. Canned pet food should go out in 2011.*

## **7. Expanded Program for Drugs and Antibiotics.**

A draft SOP (word document CSP SOP SH00) was created to describe procedures for the preparation of AAFCO PT samples. The procedure incorporates addition of medicated pre-mixes to non-medicated base feeds to allow for expansion of the scope of drugs present in our PT samples. Also included is the homogeneity testing method recommended by ISO 13528. Preparation of a prototype sample was discussed, including selecting of a combination that incorporates the most non-homogeneous drugs to ensure that we are able to provide sufficient homogeneity in the PT sample.

**Action item:** *SOP review by Mel Bryant and Aaron Price*

**Update:** *Since the meeting the Chair has received donations of Penicillin 100, BMD 50, Albac 50 and Deccox from Alpharma. The premixes are stored frozen at OISC.*

*We have pre-mixes necessary to prepare combinations B, D, F and H (see word document "Triple drug project 070111").*

**Action item:** *Chair to contact Elanco, Phibro, Intervet and Koffolk / Merial to obtain other required pre-mixes.*

**Action item:** *Dennis McCurdy will look up the homogeneity characteristics of the drugs on our list, identifying those most likely to produce less homogeneous samples.*

## **8. Other business.**

**Separate Program for pet food-** We have been asked to consider providing a separate program for pet foods that would incorporate samples of finished pet foods (dry and canned products) and ingredients that are used specifically by their industry. A wish-list of potential samples has been provided by a pet food manufacturer that would incorporate a pet food PT sample each month. Discussion raised the following concerns:

- State labs performing a variety of testing are already testing a large number of PT samples and may not want the expense or have the time for an additional sample. The existing pet food sample in the regular Program could be maintained and we have the option of offering the pet food sample at reduced cost to State labs that are already in the AAFCO Program and would like to run separate pet food program samples.
- Volunteers are busy enough with the regular program; do not want to jeopardize quality of the existing Program. Possible initial "prototype" program offering quarterly samples. Further discussion will continue at the Annual meeting.