

Inspection and Sampling Committee
AAFCO, Redondo Beach, CA
January 21, 2010

First Session 1:30 – 3:00 p.m.

The Meeting was called to order at 1:32 p.m. by Chairman Andy Gray.

Introductions

Chad Linton gave an update to the group on the process of electronic voting. Material will be sent out to the voting membership and can be voted upon whether committee members were present at the meeting.

Members present:

Andy Gray, MT
Chad Linton, WV
Natalie Krout-Greenburg, CA
Tony Claxton, MO
Scott Ziehr, CO
Shannon Jordre, FDA
Robert Hougaard, UT
Judy Thompson, CN
Mike Davidson, CA
Matt Frederking, POET
Dave Fairfield, NGFA
Jan Campbell, NGFA
Gloria Dunnavan, FDA Retired
Wayne Bomgarden, AFIA
Randy Sample, AFIA

Minutes of the August meeting were approved by e-vote.

Liz Higgins stated that she would like to be added to the committee and was added at the meeting.

Scott Ziehr, Tony Claxton, Judy Thompson and Gloria Dunnavan said that they were not getting emails from the committee and suggested that the list be updated.

Scott Ziehr gave a report on the BITS Seminar. Fifty people attended the seminar, including members from Puerto Rico, Costa Rica, and Canada. Billing is nearly complete and funds will be returned.

Chad Linton reported on the Inspector Certification Program. He gave a brief explanation of the process and the composition of the board. A draft document of the expected curriculum and the basics of what to expect out of the Inspector training is pending. Chad has developed a curriculum (bingo punch card). There are two levels to the curriculum, level one and level two. Courses include FDA and state. Attendance at

meetings and supervisor approval is required of inspector taking the courses. When all level 1 training is complete, AAFCO and FDA will recognize completion. Level 2 is a certification program; one for BSE and GMP; must complete level one first. Differences between the certifications are that level two is audited during the BSE or GMP inspection, and requires continuing education. FDA staff and state staff will have the same certification with the same courses. 15 CEU's will be required over the period of 3 years. On the job work will qualify as CEU credits in addition to point allotments given at meetings and additional training. Courses are accepted from the list approved by AAFCO, state courses for specific requirements will not be accepted because of the difficulties in logistics of course differences and qualifications.

There will be a separate board to certify the inspectors. Judy Thompson, Ben Jones & Chad Linton.

Virginia Connelly, Mike Zimmerman and a replacement for Preet. The certification board will change with time.

AAFCO Feed Tub Method Sampling Procedures

Tony Claxton discussed the feed tub sampling procedures and some illustrations of the methods. The members of the committee had not had a chance to look at the sampling method and Tony suggested that the committee members reviewed the methods. Mike Davidson suggested that the document would be sent out electronically for the committee members to review with the approval of the minutes. Judy suggested that the sampling methods be reviewed in the afternoon session. If the method was not reviewed by the afternoon session it would be sent out during the minutes review with a timeline of feedback.

Web Course Design Update

Gloria Dunnavan discussed the Web course design update; she received quite a few good comments from the group when it was sent out in September. It is organized much like the ORAU courses.

Requirements for prerequisites need to be expanded further once requirements are established by the group.

Gloria Dunnavan proposed to have a section on sample kit which will be the basic material an inspector would need before he/she goes out to perform a sample. Overviews of the sections that are proposed were discussed and notes on additions that the committee had suggested were included, one being the use of digital photography. Chad Linton suggested that the sampling was broken down into railcars, piles, bags etc.

Gloria Dunnavan also stated that there would be sections available for photos and visuals to help in the training. Bob Geiger also stated that he would be willing to help with photos. Gloria Dunnavan was also looking for additional help to add photos and visuals if she needs them. Please notify her if you are willing to help as a point person for visual aids. Natalie offered help from the CA SAFE Program in gathering photos to assist in visual techniques; Jenna Areias will be the point contact person. Judy

Thompson brought up a question if there was going to be a section on interpretation of results. It was discussed that not all areas could be covered in subjective cases. Mike brought up that the labeling module could cover more in depth if results were out of tolerance from what the label stated since they are more structured results. Gloria Dunnavan would make sure to add more details to the labeling section.

Judy Thompson suggested that there are 2-3 people to review the final document with the web designers. If there are too many people involved in the designing phase it may inhibit the process from moving forward. Gloria Dunnavan said she will seek committee guidance as needed.

Basic Inspector Training Seminar

New York State has requested to host a BITS through Brett Groves. No application has been submitted yet; however, Chad will contact New York and see if they have a timeline in mind. Fall of 2010 has been mentioned, but there has been not confirmation. Dave Fairfield was wondering if the BITS & AITS type courses were going to be incorporated in the Inspector certification process. It was clarified that both BITS and AITS have curriculum geared towards credits that count towards certification.

International Food Protection Training Institute

Dr. Bob Waltz reported on the details of the IFPTI; formed in Battlecreek, Michigan. Their goal is to become a center for teaching food safety and becoming the hub of food safety with the upcoming changes of legislation. A grant was given to AFDO, AFDO is organizing the activities. They are looking for funding through the legislature and developing long term partnerships with various institutes and creating a fee to help support the long term mission of the project. The institute recognizes the need to train large amounts of groups in the food safety arena and they see the need to also include the feed group in the training. In the coming year, they will be shifting to the foundation concept. There are several resources available at the facilities that would be hosting the training if needed for specific coursework.

The vision of the AAFCO Board is that the training of third parties and large numbers may become necessary, the Board is interested in pursuing further information and being involved in the process. Obvious questions are: Would this training be a part of the certification? Would we look down the road to have this group handle larger groups for the purposes of training?

Chad Linton discussed how this course may be linked to the certification and Shannon Jordre brought up the need for states to participate in BITS and AITS. If we provided the states a "kit" to conduct the BITS and AITS training, then travel and costs wouldn't be a limiting factor in getting inspectors certified. Concerns were addressed that we didn't want to discontinue our partnerships with Fertilizer and Seed in the future. Andy Gray also brought up that a possible BITS could be incorporated with the IFPTI. Judy Thompson brought up that an AITS training may be better suited to pair with the IFPTI.

Dave Fairfield commented that he continues to see a value in the classroom training and would like to continue to provide some industry perspective and participation.

Gloria Dunnavan brought up that it should be considered how we will fit this in with the certification program. Considering that AAFCO and FDA individuals will both be trained and certified under these courses.

Chad Linton commented that AAFCO has a good thing going with the training seminars that they put on and he would hope that we keep that going down that road. It is harder to create a blanket training that covers the options of all states.

Meeting break at 3:00 p.m.

Meeting resumed at 3:30 p.m.

Questions on the IFPTI: Tony Claxton was wondering if there is a limitation because of resources for training purposes.

More details would be wanted, possibly pursue an AITS class to get our feet wet. Since AITS is more of a classroom type training, it would be a good starting place. The committee has requested more details and we hopefully will be able to provide more details by the August meeting.

Food Safety Survey

Brett Groves sent an email to help prepare his assignment with details of job descriptions, core competencies, Training courses the states use and course objectives, training curriculum, subject matter experts (or who can be contacted in your state) deadline is February 15.

Inspector Manual Discussion

Biological sampling

Gloria Dunnavan suggested that we keep this and that it was a good idea to include it in the manual – it allows us to be able to incorporate credibility when we are taking a sample.

Shannon Jordre can provide subject matter experts to address other questions and to also clarify portions of the inspector's manual that may need additional detail explained. We can use FDA source we just need to cite the reference to the Inspection Manual. The group agreed to incorporate this into the manual and the committee will work to add this.

Chapter 9 BSE review

Keep spontaneously transmission out of the text. Atypical cases to be removed. Pg. 2

Comments from Brett Groves included providing reference to the BSE 1 and BSE 2 training modules.

Brett Groves also commented to update the mule deer to deer of the CWD.

Keep reference to the CD out of the text since it is now rather outdated. Any information that is needed is still on FDA's website or on the internet and is more frequently updated.

The committee will take this home to review and provide comments back to the group by March 1, 2010.

Gloria Dunnavan addressed that the sampling module's be addressed first so that the group had an opportunity to include Glo's work into the manual as well and the two were synonymous.

Mike suggested that we include FDA's BSE guidance documents into the inspector manual as well.

Prioritize:

Dave Fairfield mentioned that the VFD section is not current.

Gloria Dunnavan suggested that the sampling be placed on a higher priority level to keep it current with the version that Glo is working on. In order to avoid the duplication of work it was suggested that we wait until Glo has a more finished product to work from.

Tony Claxton brought up that we need to address a timeline, what the expected goals are and set a realistic timeline outcome.

Toxins, and feed glossary were addressed as a higher priority item.

Kent had commented that the flow of the document as a whole did not work well. He would really like the document to have a flowable feel.

Members of the committee, as well as others, were asked to volunteer to review and provide feedback on the accuracy and currentness of individual chapters, and/or work on individual chapters. Persons who volunteered are as follows:

- Toxins – Natalie, Mike Davidson
- BSE – Shannon Jordre
- Glossary – Liz Higgins
- Sampling – Gloria Dunnavan (to provide a report of how outdated it is)
- Label Review – Gloria Dunnavan (to provide a report of how outdated it is)
- VFD's - Dave Fairfield
- Enforcement – Tony Claxton
- Feed Manufacturing Techniques – Matt Frederking (to review)
- Feed Ingredients –
- Safety – Scott Ziehr (review)
- Drug Carryover –
- Feed Investigations –
- GMP Inspections –

Andy will send everyone a copy of the file in a word document and asked that changes be made with 'track changes'.

Please report back to the working group by March 1 of how many changes will need to be made to the document.

Minutes will go out with Tony Claxton's tub sample.