

## AAFCO - Inspection and Sampling Committee Minutes

Reno, NV

January 18, 2012

The Inspection and Sampling Committee was called to order at 1pm by Co-Chair Andy Gray in the Carson 2 Room in the Grand Sierra Hotel in Reno, NV on January 18, 2012. All attendees were introduced and new members were asked to join the committee at this time. Stan Cook, MO, joined the committee. There were 17 committee members and 4 advisors present at the meeting. There was also 14 other guests in attendance.

The minutes from the August 27, 2011 meetings were voted on electronically and will be posted to the website, with no further action needed.

### BITS

Miriam Johnson gave a report on the Basic Inspector Training (BITS) held in North Carolina this past fall. She stated that there were 62 attendees and a great training was held. The group covered all curriculum topics and traveled to the NC State Feed Facility. The committee thanked Jennifer Godwin, Miriam Johnson, and Brett Groves along with the cadre on a wonderful job putting on this training.

There were several training questions asked and discussed:

- Can a training have too many attendees? - Brett Groves answered the question by stating that it depends on the facility and the ability of the cadre to accommodate a larger group of people. Each training will be assessed on a case by case basis.
- Does this committee need to get help from the Education and Training Committee to do the set up of the meeting and this committee just sends trainers?
- Does this committee need to wait for a host state or can AAFCO decide that a training is needed? - No formal motion was made, but a consensus was concluded that the committee could determine the need for training and host a training aside from host state requests.
- Do we need more trainings, possibly more than one each year?
- Do FDA inspectors have ever attended this training or even invited to attend? - Answered with comments that the trainings are always open to regulators and have been filled to maximum and FDA may not have had the opportunity to attend, but they are welcome to attend.

### Feed Inspector's Manual

Revision of AAFCO's Feed Inspector's manual continues. The standard procedure for editing and completion of each chapter is for each editor to send the chapter to Jennifer Godwin when action is needed, she will send revisions to all committee members/advisors for review and

comments, and after a vote is conducted to accept the chapter, it will be placed on the website. The status of each chapter was reviewed and actions were determined respectively.

Chapters 2, 8,9,13, and 14 have all been edited, completed, voted on and placed on the website. Brett Groves moved to accept Chapter 12, Linton second, motion passed. This chapter will be placed on the website.

Chapter 3 is being revised by Gloria Dunnavan and is expected to be completed in the next two weeks. She will send to Jennifer for a full committee review.

Chapter 4 has been reassigned to Miriam Johnson and Ricky Schroeder. They will be working on this chapter and follow the process for completion.

Chapter 5 is being edited by Don Delorme and he suggested some major changes. He will continue to make the needed changes and follow the procedure for completion.

Chapter 6 was being edited by Randy Sample. Randy Sample retired and was replaced by Rick Yates. David Fairfield has the notes from Randy and will send to Rick. Rick will work on the editing and follow the process for completion.

Chapter 7 is being edited by Gail DeGreeff. David Fairfield has offered to help rewrite this chapter.

Chapter 10 was being edited by Tony Claxton. Because of Tony's retirement, Stan Cook (Tony's replacement with the Missouri Department of Agriculture) offered to take this chapter over. Bob Geiger and Neil Lanning offered their assistance in helping to review and edit as they felt it may need to be simplified.

Chapter 11- Tim Lyons sent to Jennifer Godwin to be sent to the committee for voting.

### AITS

Chad Linton gave an update on Advanced Inspector Training Seminars for 2012. It is possible that the ISC could host an AITS training in connection with the Association of Southern Feed, Fertilizer, Pesticide Control Officials (ASFFPCO) meeting in Savannah, GA in June. Jennifer Godwin is working with ASFFPCO on coordination of this meeting and will be in contact with the AITS cadre for speakers if scheduling the training is successful. Tim Lyons plans to host an AITS in Michigan, tentatively scheduled for September 2012. Tim presented a draft curriculum for the upcoming training. The committee discussed the agenda topics. Tim will send out a curriculum for the committee to review and make suggestions. This will need to be done quickly so speakers and presentations can be finalized. Some discussion was had about whether this training should conduct a test after the training. The committee felt that a test should be given as an overall evaluation of the attendees and of the class materials / presenters. However, due to the uncertainty of formalized inspector certification, course attendees will only be awarded a certificate for attendance and completion, not a certificate based on a pass or fail of the test. More discussion will be had at our next meeting.

### Large Volume Sampling

Bob Church gave a presentation on Large Volume Sampling. The question was raised whether the committee should script large sampling procedures to be placed into the AAFCO Inspectors Manual on this type of sampling. The consensus of the group is 'No, due to the large number of variables, sampling procedures should be left to the state's determination on a case-by-case basis.' However, some language should be drafted to be placed in the manual to this effect. Bob Church is to draft this language and bring it back to the committee at the next meeting for discussion.

### Feed Inspector Certification

Allan Bateson, FDA, gave a presentation on State Feed Inspector Certification. He is accumulating information on JTAs for state inspectors and expects that Feed Inspector Certification program to be a priority this year. He will be contacting this committee if information is needed.

Meeting adjourned at 3:15 p.m.

(Chad Linton contacted the AAFCO Board of Directors for seed money and scholarship money for the AITS this year. The BOD approved \$3,000 for seed money and \$2,000 for scholarships for each training.)

(Chad Linton was also contacted by Allan Bateson on the Feed Certification Program. Allan stated that the FDA has moved some programs around in order to make this certification completed by the end of 2012. Chad Linton is to send the JTA list of members to the FDA to have them contact the state inspectors for a meeting with the FDA to start the process.)