

Committee Recommendations: Approved by committee to be sent to the board for approval and sent to the membership for voting at 2013 Annual Meeting.

Board Recommendations:
Association Actions:

AAFCO Mid-Year Meeting
Inspection and Sampling Committee Minutes
Albuquerque, NM
January 23, 2013

The Inspection and Sampling Committee meeting was called to order at 1:36 PM by Co-Chair Chad Linton in the Pavilion IV Room in the Hyatt Regency Hotel in Albuquerque, NM on January 23, 2013. New members joining the committee include Rich Riding.

There were 42 committee members, advisors, and guests in attendance.

The minutes from the 2012 Annual Inspection and Sampling Committee Meeting held on August 5, 2012 were voted on and approved on August 21, 2012. These were posted to the website. No further action is needed.

Nancy Thiex gave an update regarding the APCHL Grant and the Inspector Sampling Committee's involvement and what is needed from the committee. A working group consisting of fourteen members from Food, Feed, and Laboratory backgrounds was formed to develop policies and procedures that are uniform to ensure the entire sampling process, from beginning to end, is defined. The AAFCO Inspectors Manual is currently uploaded to Food Shield, but what the committee needs to do now is focus on training materials and implementation and to decide what can be expanded on, what does not exist, and what can be eliminated. The example of biological sampling techniques was given as a possible gap that could be filled. This is a five year grant therefore information is needed from this committee as soon as possible. If there are any additional documents we can send, Nancy will upload them to Food Shield but please do so by the end of the week if at all possible.

Chad Linton gave an update from Tim Lyons regarding the past AITS training held in Traverse City, MI, October 9-11, 2012. The training went very well with positive feedback received. There were 45 attendees and speakers from 13 states and FDA. There has been an interest in hosting future AITS, therefore Miriam Johnson re-announced the AITS to be held June 18-21 in Wilmington, NC in conjunction with the Association of Southern Feed, Fertilizer, and Pesticide Control Officials (ASFFPCO) annual meeting. The agenda for this meeting will mimic the agenda from the AITS training held in Michigan.

Meagan Davis gave an update regarding the BITS training to be held in Baton Rouge, LA, April 9-11, 2013, travel dates being April 8 and 12, 2013. Registration will be approximately the same at \$125.00 with a capacity of 50 attendees available. The registration announcement will sent

out soon. Brett Groves stated the agenda used for the BITS training held in North Carolina in 2011 will be used for this training as well.

Chad Linton and Miriam Johnson gave a report regarding the progress of the Inspector Sampling Manual. Chapters 2, 9, 13, and 14 have been completed, voted on, and posted to the website. Brett Groves moved to accept Chapters 3, 4, 10, and 11, Jim True seconded the motion. The motion carried. The updated chapters will be posted to the website.

Chapter 5 (Feed Investigations) was reviewed by Don Delorme and the committee was reminded of his comments. At this time no additional revisions were made. The chapter will be sent out to the committee for review.

Chapter 6 (GMP Inspections) was reviewed by the committee with comments received from Brett Groves, Gloria Dunnavan, Shannon Jordre, Judy Thompson, Ben Jones and Bob Church. Most everyone agreed this chapter should be revisited to include and expand on the AAFCO checklist as outlined in the Official Publication due to the fact that FDA GMP's only relate to medicated feed firms. The goal of the chapter is to provide inspectors with information not only to inspected licensed firms, but non-licensed and non-medicated firms as well. The checklist will be incorporated and the chapter sent back out to the committee for review.

Chapter 7 (Feed Ingredients) Gail DeGreeff has revised and developed a draft of this chapter. This will be emailed out to the committee for review to be finalized in August at the annual meeting. Please "reply all" to the email with any discussion so that the entire committee can comment.

Gloria Dunnavan gave an update on the ongoing AAFCO Certificate Program. During the Education and Training Committee meeting it was decided and voted on that two certificate levels would be developed, a basic and an advanced. They will continue to identify training and curriculum needs which will include determining how many and the type of courses are needed, what if any specialized training should be required, and what it would take to help develop the skills it would take to help the inspectors feel comfortable in the field. Dave Mason suggested including specialized training such as processes (ex. Rendering Facilities). Jim Fear offered to help provide content that might be useful from the week long Feed Mill Course (VM 101) that is currently being offered.

The meeting was adjourned at 3:04 PM.