



Inspection & Sampling Committee

2019 AAFCO Annual Meeting

Monday, August 5, 2019

Louisville, KY

2:00 PM – 3:00 PM

Committee recommendations to Board and Membership:

The revisions to the AAFCO Feed Inspector's Manual for alignment with FSMA have been completed and accepted by majority by the committee. The committee recommends the Board of Directors accept the revisions to the Feed Inspector's Manual as submitted.

Committee Action Items:

1. Aseptic Sampling Work Group Charge: to evaluate current protocols for aseptic sampling. The group includes the following members: Miriam Johnson (Lead) – NC; Tim Lyons – MI; Stevie Glaspie – MI; Ethan Willis – MO; Jacob Fleig – MO; Kevin Klommhaus – FDA Advisor; Jan Campbell – NGFA; Stephanie Adams – AFIA
2. Sampling Study Proposal Review Work Group Charge: Review Proposals received to determine which candidate is the best fit to complete the study as outlined in the Request for Proposal. The group includes the following members: Miriam Johnson (ISC Liaison) – NC; Brett Groves – IN; Mark LeBlanc – LA; Steve Stewart – MN; Josh Arbaugh – WV; Louise Calderwood – AFIA
3. AITS & BITS Alignment Work Group Charge: Review current guidance document for hosting AITS & BITS and establish a consistent curriculum for future AITS seminars. The group includes the following members: Miriam Johnson (Lead) – NC; Jessica Gore – NC (POC for AITS); Chad Linton – WV; Brett Groves – IN; David Dressler – PA; Eric Brady – TN; Barb Schroeder – MN; Kevin Klommhaus – FDA; Stephanie Adams – AFIA.
 - 2019 AITS Cadre: Jessica Gore – NC (POC for AITS); George Ferguson – NC; Eric Brady – TN; Stevie Glaspie – MI; Jamie Spencer – KS; Jordan Mancini – MN
 - 2019 BITS Cadre: Brett Groves – IN (POC for BITS); Eric Brady – TN; Steve McMurry – KY; Joe Slater – MO; Don Robinson – IN; Jamey Johnson – AK; Miriam Johnson – NC

Members Present:

Miriam Johnson – NC (Committee Chair); Chad Linton – WV (Committee Vice Chair); Jessica Gore – NC; Bob Church – MT; Brett Groves – IN; David Dressler – PA; Laura Scott – CAN; Jim True – KY; Jacob Fleig – MO; Tim Lyons- MI; Jenny Combs – KY; Wayne Nelson – CT; Kevin Klommhaus – FDA

Members Present Via Telephone: Ethan Willis – MO

Advisors Present:

Meghan Dicks – AFIA; Jan Campbell – NGFA; Chris Olinger – NGFA; Stephanie Adams – AFIA

Others Present:

Sue Hays – AAFCO Executive Director



Committee Report/Minutes

Miriam Johnson (Committee Chair) called the meeting to order at 2:05 PM EST. Members and advisors in the room introduced themselves. 13 committee members and 4 industry liaisons present.

Aseptic Sampling Work Group – Miriam Johnson, NC

A work group was formed during the 2017 Midyear Meeting in Mobile, AL to address missing procedures for bulk aseptic sampling in the sampling procedures section of the AAFCO Feed Inspector's Manual.

Work Group Update:

The work group has been reviewing the Aseptic Sampling sections of both the AAFCO Feed Inspector's Manual and the FDA IOM, along with other aseptic sampling SOP's gathered from industry and regulatory groups. A brief update of the progress achieved by the group was given by Miriam Johnson. Updates include the addition of a graphic depicting a method for How to Don Sterile Gloves. Permission to utilize the image from the creator has been requested. The workgroup has been working with B. Braun Medical to ensure we do not impose on copyrights. Additional guidance was asked of the Board of Directors with the response being, as long as the image contains an acknowledgement of the creator, we should not infringe on their copyright. The image is marked as such, therefore the workgroup will move forward with utilizing the graphic. The workgroup continues to determine additional updates and revisions needed, but at the time of this meeting did not feel it was complete enough to request a vote of acceptance by the committee. The work group feels that they will have a completed draft for the committee by the next annual meeting.

Work Group Members: Miriam Johnson (Lead) – NC; Jacob Fleig – MO; Tim Lyons – MI; Stevie Glaspie – MI, Ethan Willis – MO; Kevin Klommhaus – FDA Advisor; Jan Campbell – NGFA; Stephanie Adams – AFIA

AAFCO Feed Inspector's Manual and FSMA Alignment – Kevin Klommhaus, FDA

Work Group Update:

A review of the AAFCO Feed Inspector's Manual was performed to ensure it is aligned with the requirements of FSMA. The work group and committee have completed their official review. Chad Linton – WV, **moved to accept** the updated sections of the AAFCO Feed Inspectors Manual. Jim True – KY, **seconded the motion**. During discussion, Brett Groves – IN, identified the previous GMP checklist listed in the AAFCO Official Publication no longer exists therefore the Inspector's Manual no longer matched and the GMP checklist had to be removed from the manual. The committee was posed with the question of what actions should be taken to replace this information. It was suggested the manual could make a reference to the AAFCO Non-Licensed Medicated Feed Establishment Inspection Form listed in the Official Publication. The committee agreed to task the AITS & BITS Alignment Workgroup to find a replacement Model Bill Regulation for the GMP checklist that has been removed from the AAFCO Official Publication and Feed Inspectors Manual. The motion on the floor was then called to vote.



Motion Carried. The newly revised edition will be sent to BOD for approval and upon approval posted to the AAFCO website. The workgroup charged with the review of the Inspector's Manual for FSMA alignment has completed their task and has been dissolved.

AAFCO Sampling Study – Miriam Johnson, NC

Work Group Update:

During the Annual Meeting held in Bellevue, WA in August of 2017 a work group was formed to create a Report for Proposal to conduct a sampling study. The charge of the work group was to write a Request for Proposal in which current sampling methods will be re-validated through independent peer reviewed research. Discussion revealed the RFP has been approved by the Inspection and Sampling Committee and was sent to the Board of Directors for approval. The link to the RFP was distributed to appropriate venues that could conduct the study. Proposals were received for 90 days to which 3 possible bids were received. Review group members have been selected and will begin the process of selecting a bid for the sampling study. Sue Hayes, AAFCO, stated that she is willing to help write any letters or help facilitate any paperwork or phone calls during this process. The workgroup for the creation of the RFP has been dissolved at this time and the task of reviewing the bids has been charged to the review group.

Review Group Members: Brett Groves – IN; Mark LeBlanc – LA; Steve Stewart – MN; Josh Arbaugh – WV; Louise Calderwood – AFIA

AITs Seminar Review – Jessica Gore, NC

The Alabama Department of Agriculture hosted the 2019 AITs seminar June 18-20, 2019 in Montgomery, AL. We hosted 37 attendees representing 13 states, and this was the first training in which the cadre used the new standardized curriculum which included participation from CLEAR. Feedback from the attendees was taken after the meeting with requests to limit the topics covered in BITS and more opportunity for tabletop exercises. The AITs seminar workgroup will reach out to the Education and Training Committee to conduct a survey of state needs for possible trainings for the next year. If interest is still growing by the states to host AITs annually, we are looking for a host state for 2020. Please contact Jessica Gore if interested in hosting.

BITS Seminar Review – Brett Groves, IN

The 2019 BITS seminar will be hosted by the Georgia Department of Agriculture on September 17-19, 2019 in Atlanta, GA. The registration deadline is August 26, 2019. The BITS seminar workgroup will reach out to the Education and Training Committee to conduct a survey of state needs for possible trainings for the next year. If a state would like to host a BITS training, please let Brett Groves know that you are interested.

AITs & BITS Alignment Workgroup – Miriam Johnson, NC

Workgroup Update:

A workgroup was formed prior to the Midyear Meeting in Anaheim, CA in 2018. The charge of



the work group is to review current guidance documents for hosting AITS and BITS and establish a consistent curriculum for future AITS seminars. Discussion during the Feed Inspector’s Manual update revealed a charge will be placed on the workgroup to find a replacement Model Bill Regulation for the GMP checklist that has been removed from the AAFCO Official Publication and Feed Inspectors Manual. Work on updating the presentations and course materials based off of survey results from the 2019 AITS seminar and the Education and Training Committee query will also be tasked to this workgroup.

Workgroup Members: Miriam Johnson (Lead) – NC; Chad Linton – WV; Brett Groves – IN; Eric Brady – TN; Barb Schroeder – MN; Dave Dressler – PA; Jamie Spencer – KS; Stephanie Adams – AFIA

Other Business:

None

No further discussion or topics were brought to the attention of the committee and the meeting was adjourned at 2:30 PM EST.

Action Item Table

Responsible	Item	Action	Timing / Status
Work Group	AAFCO Feed Inspector’s Manual	Develop protocol for techniques of aseptic sampling and update AAFCO Inspector’s Manual	August 2020
Work Group	Sampling Study Proposal Review	Proposal bids reviewed and research establishment chosen	January 2020
Work Group	AITS Guidelines & Curriculum	Update and Standardize AITS Guidelines & Curriculum	June 2020