



**Inspection & Sampling Committee**  
2020 AAFCO Midyear Meeting  
Tuesday, January 21, 2020  
Albuquerque, NM  
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 Klommmhaus – 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); Brett Groves (POC for BITS) – IN; Chad Linton – WV; David Dressler – PA; Eric Brady – TN; Barb Schroeder – MN; Jamie Spencer – KS; Kevin Klommmhaus – 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; Mike Davidson – CA; Jenny Combs – KY; Barb Schroeder – MN; Ethan Willis – MO; Kevin Klommmhaus – FDA

**Members Present Via Telephone:** None

**Advisors Present:**

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

**Others Present:**

Sue Hays – AAFCO Executive Director; Ashlee-Rose Ferguson – WA



### **Committee Report/Minutes**

Miriam Johnson (Committee Chair) called the meeting to order at 2:17 PM MST. Members and advisors in the room introduced themselves. 14 committee members and 4 industry liaisons were present.

### **Feed Inspector's Manual Aseptic Sampling Section 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 since the annual meeting in Louisville., KY was given by Ethan Willis – MO. Update requests were received from the Inspection and Sampling Committee members to include concerns with example subsample size, the need for additional clarity for PPE, and ensuring sampling equipment is in good condition. The workgroup will insert these additional updates and revisions. The document will be sent to the committee members again for review and will be voted on electronically after a consensus has been confirmed. The revised section will be sent to the Board of Directors for review and acceptance. The work group feels that they will have a completed section for the 8<sup>th</sup> edition of Feed Inspector's Manual by the next Annual Meeting in Baltimore, MD.

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

### **Additional Feed Inspector's Manual Discussion – Miriam Johnson, NC**

A new projected timeline for posting the 8<sup>th</sup> edition of the Feed Inspector's Manual to the AAFCO website was given by Miriam Johnson – NC. The updates for the aseptic sampling section will be submitted to the Board of Directors along with the FSMA updates during the March Board of Directors meeting. The updates will be reviewed, voted on for acceptance and once those steps are completed the revisions will be sent to FASS for updating the document and loading to the website.

Discussion of creating a potential workgroup to update the labeling guide provided in the Feed Inspector's Manual was brought to the committee by Miriam Johnson – NC. The committee decided to reach out to the Information and Technology Committee and the Feed Labeling Committee to determine if there was a function that would allow for updating both the Feed Labeling Guide and the Feed Inspector's Manual each time labeling requirement changes occurred in the Official Publication. This effort would eliminate the potential for either manual to reference the incorrect information. Miriam Johnson will reach out to both committees to determine the best course of action for this task.



### **AAFCO Sampling Study – Miriam Johnson, NC**

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. The RFP developed was approved by the Inspection and Sampling Committee and the Board of Directors. 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 charged with the process of selecting a researcher for the sampling study.

### **Work Group Update:**

At this time the review group will be scheduling conference calls with the proposal groups to ask additional questions tailored to each bid. These calls will assist the workgroup in determining the best candidate for completing the study. Once the group has chosen a candidate the recommendation will be passed along to the Inspection and Sampling Committee and Board of Directors for acceptance to offer a bid. The chosen proposal group will provide an update to progress and how they are conducting the study/research at the Annual Meeting in Baltimore, MD.

**Review Group Members:** Miriam Johnson – NC (ISC Liaison) Brett Groves – IN; Mark LeBlanc – LA; Steve Stewart – MN; Josh Arbaugh – WV; Louise Calderwood – AFIA

### **AITS Seminar Review – Jessica Gore, NC**

At this time the workgroup has not planned to host a seminar for 2020 due to lack of interest by a host state. The work group will work towards scheduling a seminar for 2021. Feedback was collected from the attendees at the previous meeting held in Montgomery, AL with requests to limit the topics covered in BITS and allow for 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 2021. In the interim the workgroup will continue with updates to the curriculum per feedback received during the 2019 seminar. These updates will be completed in anticipation that AITS will be held in 2021. Please contact Jessica Gore if interested in hosting.

### **BITS Seminar Review – Brett Groves, IN**

The 2019 BITS seminar was hosted by the Georgia Department of Agriculture on September 17-19, 2019 in Atlanta, GA. 38 inspectors attended from 21 states. No training is currently planned for the upcoming 2020 year. 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 and tentatively plan to host a training in 2021. If a state would like to host a BITS training, please let Brett Groves know that you are interested.

Sue Hayes, Executive Director of AAFCO, stated she would like to ensure that applications for the Small Meetings Grant are submitted, to help supplement funding for both trainings, AITS and BITS. Action must be taken this year to apply. Miriam Johnson, NC, will work with Sue Hayes to apply for grant funding.



### **AITS & BITS Alignment Workgroup – Miriam Johnson, NC**

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 at the Annual Meeting in Louisville, KY 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.

### **Workgroup Update:**

The workgroup will continue to update the presentations and course materials for AITS based off survey results from the 2019 AITS seminar to include finding a replacement for the GMP checklist previously housed in the Official Publication. The Education and Training Committee query for 2021 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:**

Ashlee-Rose Ferguson – WA, was asked to create a short presentation to present to the committee, a potential replacement for the checklist for GMPs. She has created a document for the State of Washington that may be used by all members if they so choose. It will aid an inspector with organizing their inspections by acting as a guide/tool for 21 CFR 507 inspections. FDA has expressed concerns with the wording “checklist”, as checklist inspections are a contradiction with the current training concepts. Flexibility is encouraged during inspections. Industry has asked to participate in the review of the document before it becomes official. The committee has been asked to consider this tool as a guidance document and not an all-encompassing inspection tool for inspectors to use. The AITS and BITS workgroup will be charged with the review this document and report their recommendation back to the Inspection and Sampling committee.

It has been brought to the attention of the committee chair that there are currently no recommended methods for bulk tote sampling in the AAFCO Feed Inspector's Manual. This was asked to be brought to the attention of the committee. After discussion, the committee feels this is a valid request to consider, and the development of an additional method for bulk sampling, that would be added to the AAFCO Feed Inspector's Manual, will be taken into consideration. Jenny Murphy – FDA relayed that she believed Kansas State University may have conducted these studies and could potentially offer us with research to consider. Additionally, the committee charged a workgroup, potentially lead by Ben Jones at the Office of the Texas State Chemist, to research any studies that may also have been completed. A **motion** to contact Ben was made by Brett Groves – IN and **seconded** by Chad Linton – WV. **Motion passed and accepted.** An information update will be reported back to the committee at the Annual Meeting in Baltimore, MD.



No further discussion or topics were brought to the attention of the committee and the meeting was adjourned at 3:08 PM MST.

**Action Item Table**

<b>Responsible</b>	<b>Item</b>	<b>Action</b>	<b>Timing / Status</b>
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	March 2020
Work Group	AITs Guidelines & Curriculum	Update and Standardize AITs Guidelines & Curriculum	June 2021
Work Group	Guidance for 507 Inspections	Review and send to industry for review. Make available for all to see	August 2020
Miriam Johnson/Sue Hayes	Small Meetings Grant	Apply for the trainings in the future	Per Grant Request Submission Dates
Ben Jones	Bulk Tote Sampling	Review to see if any information is available on this already, report back to committee	August 2020