



**Inspection & Sampling Committee**  
2020 AAFCO Annual Meeting  
Wednesday, August 5, 2020  
Virtual Meeting  
1:30 PM – 2:00 PM

**Committee recommendations to Board and Membership:**

The revisions to the AAFCO Feed Inspector's Manual for alignment with FSMA and the aseptic sampling section 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 and move to the general membership for voting and acceptance.

The revised proposals for the Sampling Study have been received from KY and TX and accepted by majority by the committee. The committee recommends the Board of Directors accept the two bids for funding to complete the proposed studies.

**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.
  - 2020 AITS Cadre: Jessica Gore – NC (POC for AITS); George Ferguson – NC; Eric Brady – TN; Stevie Glaspie – MI; Jamie Spencer – KS; Jordan Mancini – MN; Miriam Johnson – NC
  - 2020 BITS Cadre: Brett Groves – IN (POC for BITS); Eric Brady – TN; Steve McMurry – KY; Joe Slater – AAPFCO; Don Robinson – IN; Miriam Johnson – NC

**Members Present:**

Miriam Johnson – NC (Committee Chair); Chad Linton – WV (Committee Vice Chair); Austin Therrell – SC (BOD Liaison); Jessica Gore – NC; Bob Church – MT; Andy Gray – MT; Brett Groves – IN; David Dressler – PA; Laura Scott – CFIA; Jim True – KY; Stan Cook – MO; Jacob Fleig – MO; Ethan Willis – MO; Samantha Moran-Defty – CA; Jamie Spencer – KS; Jenny Combs – KY; Barb Schroeder – MN; Tim Lyons – MI; Stevie Glaspie – MI; Mary Sasser – TX; Kevin Klommmhaus – FDA

**Advisors Present:**

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

**Others Present:**

Sue Hays – AAFCO Executive Director;



### **Committee Report/Minutes**

Miriam Johnson (Committee Chair) called the meeting to order at 1:30 PM EST. Members and advisors were asked to state their presence during roll call. 21 committee members and 5 industry liaisons were present via Zoom meeting room and associated phone line connections.

### **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. The recommended revised section created by the workgroup was sent to the Board of Directors for review and acceptance. The BOD agreed to the revisions. The vote moved to the Annual Virtual Meeting General Membership Meeting held Aug 5 @ 11:00 AM EST and was passed by majority vote. The recommended edits will be sent to FASS for updating and the 8<sup>th</sup> edition of Feed Inspector's Manual will be posted to the website once those revisions are completed.

**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 and FSMA alignment were submitted to the Board of Directors for discussion and acceptance during the March 2020 committee chair/BOD meeting. The updates were reviewed, voted on for acceptance and moved forward for voting during the general membership meeting held Aug 5 @ 11:00 AM EST. The vote passed by majority. Following the close of this meeting, the revisions will be sent to FASS for updating to the final edition and loading to the website.

### **AITs Seminar Review – Miriam Johnson, NC**

At this time the workgroup is planning to schedule a seminar for 2021, and has canceled plans for 2020. Colorado has shown interest in hosting for 2021, and the committee will follow up with them, as scheduling is tentative. In the interim the workgroup will continue with updates to the curriculum per feedback received during the 2019 seminar and has established a timeline for completing the drafts and receiving feedback and approval from ISC and the BOD in anticipation that AITs will be held in 2021. As always, please contact Jessica Gore if interested in hosting future trainings.

### **BITs Seminar Review – Miriam Johnson, NC**

Currently the workgroup is planning to schedule a seminar for 2021, and has canceled plans for 2020. Oklahoma has shown interest in hosting for fall 2021, and the committee will follow up with them, as scheduling is tentative. Future training will be considered as normal unless other arrangements must be made due to travel restrictions. 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**



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.

Additional discussion led to the possibility of conducting virtual trainings in the future. The group feels that AITS may be the easier of the two trainings to start with converting to a virtual setting. Discussions of having a few meetings with fewer people or a training for a few hours spread over a few days or weeks would be an option. Ideas of how to do this will be discussed for the future if needed, or as time drives toward this type of training. BITS will be more difficult with other organizations involved but those options will also be considered. These ideas will be forwarded to the Education and Training Committee to help set this type of training up. A workgroup was formed of Brett Groves, Jessica Gore, Chad Linton, and Tim Lyons to coordinate any such contact with other committees and work on a virtual training platform in the future.

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. Sue will work with the committee for any information, as these monies can be applied toward virtual trainings. AAFCO did not apply for the previous year.

**Alignment 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

**Virtual Training Workgroup Members:** Miriam Johnson – NC; Chad Linton – WV; Brett Groves – IN; Jessica Gore – NC; Tim Lyons – MI

### **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:**

The workgroup is pleased to announce it has selected two candidates based on the proposals received. The workgroup recommendation was reviewed and accepted by the Inspection and Sampling Committee by majority and moved to the Board of Directors for review and acceptance to offer a bid. The adjusted bid proposal from the University of Kentucky has been reviewed, accepted by majority, and extended. We are awaiting the adjusted bid from the Office of the Texas State Chemist and will move to the Board



of Directors once received. Mary Sasser – TX stated she would follow up with Tim Herrman to determine the status\*. Updates on the progress of the study/research will be presented at the 2021 Midyear Meeting.

\*Update: The updated bid from the Office of the Texas State Chemist has been received and passed to the Board of Directors for review and voting.

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

Time for completing discussion of items listed on the agenda ran out. No further discussion or topics were brought to the attention of the committee and discussion points not addressed in this meeting will be further updated during the 2021 Midyear Meeting. The meeting was adjourned at 2:06 PM EST.

**Action Item Table**

<b>Responsible</b>	<b>Item</b>	<b>Action</b>	<b>Timing / Status</b>
Work Group	AITS Guidelines & Curriculum	Update and Standardize AITS Guidelines & Curriculum	January 2021
Work Group	Guidance for 507 Inspections	Review and send to industry for review. Make available for all to see	January 2021
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	January 2021