

Inspection and Sampling Committee

Chad Linton (WV) Co-Chair

Committee Recommendations: 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. (Has been approved already)

Board Recommendations:

Association Actions:

Inspection and Sampling Committee
Hyatt Regency Hotel, Austin TX
July 31, 2011
(Approved 8/25/11 by e-vote)

The meeting was called to order by Co-Chair Andy Gray at 1:15 pm. The chairman asked that all committee members introduce themselves to the group. He also asked for any additional items for the agenda or people in attendance that would like to join the committee. Aaron Elam, OK, joined the committee.

Miriam Johnson gave an update on the Basic Inspectors Training Seminar (BITS) to be held in Raleigh, NC at the Brownstone Hotel on September 20-23, 2011. Deadline for registration to this training is August 15, 2011. Brett Groves reviewed the agenda and speakers for BITS. He also asked for any volunteer hosts for an additional BITS to be held in 2012, preferably in the western part of the nation.

The chairman reviewed the AAFCO Inspector's Manual Chapters updates and revisions. The following chapters have been reviewed, revised, and accepted by the committee: Glossary, Safety, and VFDs. The BSE chapter has been completed. Chad Linton moved that the committee accept the chapter and place on the AAFCO website. Bob Church seconded, motion carried.

The following chapters are possibly completed but needed to be verified by Jennifer Godwin, accepted by the committee and placed on the website: Drug Carryover, Feed Investigations, GMPs, Label Review, and Toxins.

The Enforcement Chapter needs reviewed. Feed Ingredients chapter has been renamed the Feed Safety and Manufacturing Practices chapter. It needs to be rewritten and possibly placed into other chapters in the manual. Gail DeGreeff volunteered to rewrite this chapter with a committee member. A deadline of the next midyear meeting has been set for comments about this chapter with all findings to be sent to the committee.

Feed Manufacturing chapter has received comments on mixing times; instructions for a drum mixer must be added. Brett Groves volunteered to complete this portion, send to the committee for comments, and have completed by the next midyear.

Sampling chapter needs completed. Gloria Dunnavan volunteered to contact Subject Matter Experts for help if needed. Gloria stated that the chapter does not flow well when read and will work to make the

chapter easier to read and follow. She will also add sections on aseptic and protein block sampling. She will complete these tasks, submit to committee for review and then send to Jennifer Godwin when completed for addition to the AAFCO website.

Brett Groves stated that several states have shown an interest in hosting an Advanced Inspector's Training Seminar (AITS). The committee after discussion decided that this training will award certificates after completion of attendance not awarded from passing of the test similar to the past two trainings conducted. Gloria Dunnavan, chair of the AAFCO Education and Training Committee, volunteered to take the previous agendas and available materials from the previous trainings to update and develop the presentations. The curriculum will be reviewed by her committee and presented to the ISC by the next midyear meeting. She recommends that "documentation writing" be added to the AITS agenda. Brett Groves will send out a survey to the states to determine if there is or how much interest in having this training, and return the results back to the committee by the next midyear. The survey will be sent out after the BITS this year is completed to help reduce confusion. Andy Gray asked the committee if there were any volunteers in attendance that have an interest in hosting an AITS. April Hunt stated that Michigan has an interest and Jennifer Godwin has an interest in conducting this training in conjunction with the Association of Southern Feed, Fertilizer, and Pesticide Control Officials meeting in 2012. She will be contacting each association to coordinate this training.

Bob Church asked this committee if there is any available information for sampling of large quantities of grain or feed. He wanted to know how big the sample must be to get a relative sampling of the large quantity. Judy Thompson will look for a published paper by ISO on similar sampling procedures and report back to committee with her findings. Bob stated he will continue to research this matter and suggested that the committee consider placing the findings in our AAFCO Inspector's Manual.

Andy Gray volunteered to take the Tub Sampling procedure to Nancy Thiex with Laboratory Methods Committee for a possible AOAC sampling method verification if necessary.

Andy Gray, chairman, adjourned the meetings at 2:39 pm.

FOLLOW-UP: Andy discussed validating the Tub Sampling procedure with Bill Hall and Nancy Thiex. They both indicated that submitting a journal article to AOAC would be the best and least expensive way to get the sampling procedure recognized. Later, Gail DeGreeff stated that Lars Reimann indicated that the sampling procedure would be best submitted to AOCS instead of AOAC. Either way, the ISC needs to determine if this validation is needed, locate the data, consolidate the information and, if necessary, write an article for submission.

Additionally, during the approval of these minutes (8/25/11), the actual name of the 'tub sampling' procedure was discussed. It was decided to call the procedure "Tub Sampling Procedure" and to define the types and contents of the tubs for which this sampling procedure is intended.

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.)