

Strategic Affairs Committee Agenda

2019 AAFCO Annual Meeting

Marriott

Louisville, Kentucky

Wednesday, August 7, 2019

10:15–12:00 pm

Marriott 5-6 Ballroom

To view meeting via WebEx register here: <https://zoom.us/j/133790839>
and/or to listen to meeting Conference Call Line: US TOLL #646-876-9923

Access code: 133 790 839#

Agenda

1. Introductions and Agenda Review
2. Sub-Committee
 - By-Laws: Ken
 - AAFCO Conflict of Interest (COI) sign off for Chairs and Investigators
 - Consider examples of potential conflicts that are open but don't preclude other issues.
 - By-Laws investigate whether COI is needed where state/federal members have already signed COI with their respective employers. FDA will follow up where there are investigators that are FDA employees who have also signed COI.
 - By-Laws: clarify whether it is COI that prohibits versus disclosure for evaluation and more education/awareness of AAFCO members who will be asked to sign COI.
 - Review quorum language for the Board given there are 9 now instead of 7.
 - Consider using “appointed” advisors instead of “committee” advisors.
3. Strategic Planning 2017-20
 - Update from Responsible Committees
 - Addressing more priority goals
4. Strategic Planning 2021+
5. Other business
 - Procedures Manual edit to Travel Procedures (referred from Board)

Action Item Table:

Responsible	Item	Action	Timing / Status
Linda/ Committee Chairs	Strategic Plan priorities 2017-20	Update FeedBin. Committee chairs asked to update as they make progress.	Update FeedBin per Midyear 2019 meeting reporting.
By-Laws (Ken)	AAFSCO Conflict of Interest (COI) sign off for Chairs and Investigators	Follow up: 1. Suggestion that individual states that adjust their COE to include AAFSCO could be used in lieu of the AAFSCO COI. Committee commented that COI is different when acting on behalf of AAFSCO versus conducting regulatory activities for a state. As well, this places additional work on AAFSCO, including legal review. By-Laws will continue deliberation. 2. Consider how contractors and contractual employees should be covered with COI provisions. AAFSCO currently has a number of contractual agreements. Alternative is to ensure uniform disclosure statement in contracts in lieu. Group to include Susan.	August 2019
By-Laws (Ken)	Evaluate adjusting Board and Board Executive quorum/voting provisions	Review and return with language for committee consideration. Instead of majority, also consider “simple majority”.	August 2019
By-Laws (Ken)	Advisor language	Consider using “appointed” advisors instead of “committee” advisor in procedures manual references and in OP.	August 2019