



Passed 8/31/2023

Inspection and Sampling Committee Report

2023 AAFCO Annual Meeting

July 31, 2023

3:45pm-4:45pm

Baltimore, MD

Committee Recommendations

No recommendations

Board Recommendations

No Recommendations

Committee Participants

Members Present: Chad Linton (WV), Jamie Spencer (KS), Jessica Gore (NC), Jenny Combs (KY), Lloyd Payne (CVM), Joseph Haynes (FDA/ORR), Laura Scott (CFIA), Blythe Freihage (MO), Madison Phillips (TN), Daniel Zangari (CO), Blaine Brown (IN), Jim True (KY)

Advisors Present: Stephanie Adams (AFIA); Jan Campbell (NGFA), Chris Olinger (NGFA), Pat Tovey (PFI); Felicity Stewart (PFI)

Virtual Attendees: Tim Lyons (MI)

Committee Report

Committee Activities

Chad Linton (Co-Chair) and Jamie Spencer (Co-Chair) are working to establish the working groups and charges from the committee with the replacement of Miriam Johnson as chair. Electronic meetings will be held in the future before the mid-year meeting to establish what is to be completed and what members are expected to work on these work groups.

Chad Linton was asked by the BOD to discuss with the committee about keeping or replacing CLEAR group at the AITS training. A discussion will be completed electronically before the next meeting, a decision will be made before the next contract will be renewed.

Subcommittee Activities

BITS cadre members are working on the replacing Miriam Johnson on the agenda with Blaine Brown, Chad Linton, and Eric Brady. All presentations will be converted to the AAFCO templates and sent to FASS for distribution and printing before

A workgroup (sub-committee) was formed to review the AAFCO Inspectors Manual for any updates. The workgroup committee members are Chad Linton, Jamie Spencer, Jessica Gore, Jim True, Blythe Freihage, Blaine Brown, Daniel Zangari. A survey for a meeting time will be sent to the workgroup to begin work and report back to the committee.

Committee Minutes

Co-Chair Chad Linton called the meeting to order at 3:45pm. He introduced the new Co-Chair, Jamie Spencer, with the recent departure of the former Chair, Miriam Johnson. A roll call member sign in sheet was circulated for all members and advisors to attend. We have two new members join the committee, Katie Laney, NM, and Jordyn Johnston, WI.

Jessica Gore, NC, gave an update on the Advanced Inspectors Training Seminar in Denver, CO in June 13-15, 2023. We had 39 attendees, representing 14 states, Arizona, Arkansas, Colorado, Georgia, Indiana, Kentucky, Maryland, Michigan,



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North Carolina, Nebraska, New Mexico, Ohio, Pennsylvania, and Tennessee. Our cadre included Miriam Johnson, Chad Linton, Jamie Spencer, Jordan Mancini, Austin Therrell, and Jessica Gore. Training was conducted on topics that included Feed Stuffs, General Feed Manufacturing, cGMPs and Records Review, Advanced Feed Labeling, Veterinary Feed Directive Traceback and Traceforward, Ingredient Verification Tool and Ingredient Traceback, Medicated Feed Labeling Requirements and Drug Calculations, Aseptic Sampling, with the final day consisting of training led by the Council on Licensure, Enforcement, and Regulation.

AITs for 2024 will again be held in Denver, CO and is currently being scheduled for the week of June 10-14. The cadre will discuss the use of CLEAR in future meetings moving forward, and a meeting of the cadre and committee members will be scheduled to discuss this matter.

Chad Linton, WV, gave an update on the Basic Inspectors Training Seminar to be held in Sacramento, CA on September 18-22, 2023. Registration is to be opened soon on the AAFCO and AAPFCO website. All meeting attendees were encouraged to send as many inspectors as they need trained. The cadre has been set and all presentations are being prepared and sent to AAFCO for final edits and printing of materials.

Jamie Spencer, KS, spoke on the progress of the Bulk Tote Sample study RFP. A draft copy of the RFP has been started and he is asking for more members to join the workgroup. Chad Linton and Blaine Brown have joined the workgroup. A survey will be sent out to the group to determine the best time for a meeting of the workgroup. If a draft RFP is made, it will be sent to the committee for review and then forwarded to the board of directors. Workgroup members Jamie Spencer, Chad Linton, Blythe Freihage, Stephanie Adams, and Jim True.

An update from the Bagged Probe Sampling Study was given by Jenny Combs, KY, as the final document is scheduled to be finished, published, and sent to the committee by Fall 2023.

Ashlee-Rose Ferguson, WA, discussed the Inspector Guidance Tool for PC and cGMP Inspections. The workgroup is continuing to work on a one stop shopping tool that can be used by AAFCO membership, be housed in a common place for membership, and all members have access to the document. With the prior lead of the workgroup leaving, Chad Linton, WV, has volunteered to lead the workgroup to allow the group to work on this project. A survey for a meeting time will be sent to the workgroup to keep the workflow moving and continue to work on the project.

Jamie Spencer, KS, gave an update on the AAFCO Branded Sampling Equipment, with the making and presentation of a ¾ inch trier being made as a model of what the committee is wanting to make first for the committee. Jamie stated that this trier would be the beginning tool that we use for AAFCO Branding, make all members using the same sampling tool, and make it available for all to purchase including industry. Jamie asked for suggestions to improve the current model that was presented to the committee. Suggestions were being made to possibly change the length of the probe to allow the sampling of larger bags, cap the handles, make a stamp the AAFCO name and logo on the trier to make it branded for AAFCO. The group discussed what other sampling tools we would like to be made next after this trier. The committee will make this working model trier correct and what we feel is needed, and then look at making another sampling tool for AAFCO Branding, possibly a stream cutting cup. Jamie will continue to work with the machine shop to modify any changes and report back to the committee at the midyear meeting. Workgroup members Jamie Spencer, Ethan Willis, Daniel Zangari, David Husner, Jim True, Al Harrison, and Jan Campbell.

A workgroup (sub-committee) was formed to review the AAFCO Inspectors Manual for any updates. The workgroup committee members are Chad Linton, Jamie Spencer, Jessica Gore, Jim True, Blythe Freihage, Blaine Brown, Daniel Zangari. A survey for a meeting time will be sent to the workgroup to begin work and report back to the committee.

A workgroup (sub-committee) was formed to begin developing an Aseptic Sampling guidance for training. When the guidance is developed it will be sent to Education and Training Committee for developing a training. The members of the work group are Chad Linton, Jessica Gore, and Jamie Spencer. A survey for a meeting time will be sent to the workgroup to begin work on the guidance.



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A workgroup (sub-committee) was formed to work on developing a Chain of Custody guidance for the AAFCO Inspectors Manual. The workgroup committee members are Chad Linton, Jamie Spencer, and Jim True. A survey for a meeting time will be sent to the workgroup to begin work on the guidance. When a working draft is completed, it will be sent to the committee for review.

A discussion about a possible inspector certification was discussed. ISC is to provide resources related to quality and accreditation. Accredited both inspector and state program. Reference IFPTI and AFRPS. Provide a link on AAFCO website where state regulatory personnel can gain information on capabilities. LMSC are a resource if questions arise. Chad Linton will start the process for the committee.

Meeting adjourned 4:45 PM.

Action Items

Responsible	Item	Action	Timing / Status
AITC Cadre	Adv Insp Training Seminar	Complete Training	June 2024
BITS Cadre	Basic Insp Training Sem	Complete Training	September 2023
Bulk Tote Sampling WG	RFP	Complete RFP	August 2024
Bagged Probe Study	Fullfill RFP	Release Published Info	Fall 2023
Inspector Guidance Tool WG	Complete and publish	Complete Guidance	August 2024
AAFCO Branded Tool WG	Make an approved tool	Complete tool	August 2024
Aseptic Sampling WG	Guidance	Completed send to EDC	August 2024
AAFCO Manual Update WG	Update	Update and Review	August 2024
Chain of Custody WG	Guidance	Complete Guidance	August 2024
ISC Committee	Inspector Certification	Meet with LMSC	August 2024



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Inspection and Sampling Committee Report

Electronic Committee Meeting

August 31, 2023

1:00 pm-1:45pm

TEAMS

(DRAFT)

Committee Recommendations

Motion was made by Eric Brady, TN, seconded by Jenny Combs, KY, to keep C.L.E.A.R. at the AITS training in the future. The motion passed unanimously.

The committee will work with the AITS Cadre to review the contract with the CLEAR company to make sure that all points of the contract are being met, and completing a survey each year to identify any problems or allow the opportunity to let us know that CLEAR is fulfilling the contract to our specifications.

Additions and updates to ISC Workgroups. Current lists now available. (see below)

Board Recommendations

No Recommendations

Committee Participants

Members Present: Chad Linton (WV), Jamie Spencer (KS), Jessica Gore (NC), Jenny Combs (KY), Lloyd Payne (CVM), Laura Scott (CFIA), Madison Phillips (TN), Blaine Brown (IN), Jim True (KY), David Husner (PA), Tim Lyons (MI), Stevie Glaspie (MI), Mark Glover (FDA), Jennifer Godwin (FDA), Madison Phillips (TN), Eric Brady (TN), Samantha Moran (CA), Barb Schroeder (MN), Caroline Wilkinson (VA)

Advisors Present: Chris Olinger (NGFA), Felicity Stewart (PFI)

Committee Report

Meeting called to order at 1:00 PM by Chad Linton- Co-chair. Roll Call was taken, majority of members present to vote. Motion was made by Tim Lyons to accept the minutes of the Annual Meeting in Baltimore. Seconded by Laura Scott. Motion carried unanimously.

Motion was made by Eric Brady, TN, seconded by Jenny Combs, KY, to keep C.L.E.A.R. at the AITS training in the future. The motion passed unanimously.

The committee will work with the AITS Cadre to review the contract with the CLEAR company to make sure that all points of the contract are being met, and completing a survey each year to identify any problems or allow the opportunity to let us know that CLEAR is fulfilling the contract to our specifications.

FDA has asked AAFCO ISC to host a sampling training for FDA personnel. This will most likely be a classroom setting. Jamie Spencer and Chad Linton will contact Jenny Murphy for more information. ISC has several questions on what is needed to conduct such a training. Updates will be made to the committee when information is gathered and will be made to the committee at Midyear Meeting in 2024.

Additional people were added to workgroups. The following workgroups have been disbanded because their work has been completed: Current Issues and Outreach Committee Website Update and AITS/BITS Alignment WG. Workgroups will continue to work on their charges. Chad Linton will add all workgroups with members to the AAFCO FeedBIN in the Projects area. Surveys will be sent to workgroups for possible workdays and discussions will continue on projects already in progress.

AITS Cadre: Jessica Gore (Lead), Chad Linton, Jamie Spencer, Eric Brady, Blaine Brown, Jordan Mancini, Madison Phillips



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BITS Cadre: Chad Linton (Lead), Eric Brady, Blaine Brown, Jamie Spencer, Steve McMurry (AAFCO-KY) Matt Pearson (AAFCO-IN), Landen Kidd, Madison Phillips

AAFCO Branded Sampling Equipment and Tools WG: Jamie Spencer (Lead), Ethan Willis, Daniel Zangari, David Husner, Jim True, Alan Harrison, Chris Olinger

Inspector Guidance Tool for PC and cGMP Inspections WG: Ashlee-Rose Ferguson (Lead), Stephanie Adams, Barb Schroeder, Samantha Moran-Defty, David Husner, Jessica Gore, Eric Brady, Jamie Spencer, Wendy Powell, Lloyd Payne, Daniel Zangari, Christopher Olinger, Mike Davidson

Bulk Feed Tote/Super Sack Sampling Method Development WG: Chad Linton (Lead), Jamie Spencer, Blythe Dunlap, Stephanie Adams, Chris Olinger, Blaine Brown, Debra Gray

Aseptic Sampling Training Course WG: Chad Linton (Lead), Jessica Gore, Jonathan Roberts, Mark Glover and Jamie Spencer

Chain of Custody WG: Chad Linton (Lead), Jamie Spencer, Lloyd Payne, Jennifer Godwin, Josh Arbaugh and Jim True

AAFCO Manual Update WG: Chad Linton, Jamie Spencer, Jessica Gore, Jim True, Blythe Freihage, Blaine Brown, Daniel Zangari, Chelsea Mills, Barb Schroeder

Meeting adjourned at 1:45 PM.