

**ASSOCIATION OF AMERICAN FEED CONTROL OFFICIALS (AAFCO)
1800 SOUTH OAK STREET, SUITE 100
CHAMPAIGN, ILLINOIS**

**MINUTES OF THE INSPECTION AND SAMPLING COMMITTEE MEETING
HELD AT THE HYATT REGENCY SAN ANTONIO RIVERWALK
REGENCY BALLROOM
123 LOSOYA STREET, SAN ANTONIO, TEXAS
AUGUST 8, 2024, 9:35 A.M. CT**

MEMBERS:

Jamie Spencer (Co-Chair)	Samantha Moran
Blaine Brown (Co-Chair)	Lloyd Payne
Debra Brasel	Madison Phillips
Jennifer Combs	Barb Schroeder
Michael Davidson	Laura Scott
Jason Fields	Jim True
Jessica Gore	Daniel Zangari
David Husner	Landen Kidd
Mary Kessner	Brittany Clark
Chelsea Mills	

ADVISORS:

Stephanie Adams

GUESTS:

Sandra Tudge Recording Secretary, Minutes Solutions (via teleconference)

NOT IN ATTENDANCE:

Mark Glover	Tim Lyons
Jennifer Goodwin	Harwood Owings
Joseph Hanes	Johnathon Roberts
Justin Armenta	Mary Sasser
Jordyn Johnston	Shaness Thomas
Pat Tovey	Caroline Wilkinson
Felicity Stewart Mejeris	Ethan Willis
Chris Olinger	Leann Myer
Katie Laney	Darcy Series
Chad Linton	

1. CALL TO ORDER

There being a quorum of 21 members and one advisor present, and adequate and proper notice of the meeting having been given, the meeting was called to order at 9:35 a.m.

2. WELCOME AND OPENING REMARKS

Jamie Spencer welcomed the Committee and participants, and noted that Chad Linton had stepped down as Committee Co-Chair. Jamie Spencer thanked Chad Linton for his work on the Committee and Blaine Brown for stepping into the Co-Chair role.

3. BASIC INSPECTOR TRAINING SEMINARS (BITS) AND ADVANCED INSPECTOR TRAINING SEMINARS (AITS)

3.1 2024 BITS Update

Blaine Brown reported that the 2024 BITS is to take place in Boise, Idaho; the link for registration and the hotel is on the AAFCO website events tab along with the agenda. The open forum participants and Committee members should contact Blaine Brown or Landen Kidd if they need more information.

3.2 2024 AITS Review

Jessica Gore reported that the AITS was held from June 11, to 13, 2024 in Denver, Colorado with 23 finishers, 12 States represented, and one Federal Department of Agriculture representative. Jessica Gore noted that the speaker from Clear has his own independent agency and could offer the same training provided by Clear at a lesser cost. The Committee discussed AAFCO's contractual obligations with Clear, and agreed to raise to the Board the possibility of engaging the speaker independently. Jenny Combs stated that the AITS 2024 documents are located in the document folder in the new feed bin for those interested in reviewing them.

3.3 2025 BITS

No plans have been made yet for BITS 2025. There is a strong leaning toward a western location, since BITS has been held in the east for the past two years. Pennsylvania and Louisiana have expressed a willingness to host.

3.4 2025 AITS

AITS 2025 is planned for June, 2025 in Georgia. The specific date and location are to be determined.

4. WORK GROUP UPDATES

4.1 Bulk Tote Sampling Method Work Group

On a motion made by David Husner, seconded by Blaine Brown, it was resolved to accept the bulk tote sampling study request for proposal and to send the RFP to the Board for approval. Motion carried.

4.2 Bagged Probe Sampling Study Conclusion

ACTION – Jenny Combs will advise the Committee when the Bagged Probe Sampling Study is published.

Jenny Combs stated that the Bagged Probe Sampling Study has been submitted for open access publication to the *Journal of Regulatory Science*, and the data has been submitted to Dryad. Once published, the study will be available electronically to the public. The results validated the current method of drug and mineral analysis and confirmed that the Feed Inspector Manual is adequate.

4.3 Inspector Guidance Tool for PC and cGMP Inspectors Work Group

Wendy Powell provided an update on the Inspector Guidance Tool for PC and cGMP Inspectors. The work group has met four times since January 2024. and is working toward a

printable field tool in the form of an Excel worksheet. The Work Group is in the process of developing tabs with content in all areas. The work group has not discussed the anticipated completion date.

4.4 AAFCO Branded Sampling Equipment Work Group

Jamie Spencer reported that the probes are available for order on the website. If ordered, they will be manufactured shortly with some hold up in the stock for building the probes. The stream cutters are in development.

4.5 Chain of Custody Work Group

Chelsea Mills reported that the work group led by Jennifer Godwin obtained information from the States and the work group plans to work on including it in the Inspector manual.

4.6 AAFCO Inspectors Manual Update Work Group

Chelsea Mills reported that the AAFCO Inspectors Manual Update Work Group has been working through the manual, and is currently reviewing Chapter No. Four.

4.7 Aseptic Sampling Work Group

Blaine Brown reported that the work group has not discussed the final recommendations regarding aseptic sampling for the Education and Training Committee, but the work group plans to meet in the next few weeks. The plan is to revise the Inspectors Manual with respect to aseptic sampling.

5. OTHER TOPICS FOR DISCUSSION/NEW BUSINESS

5.1 Alignment of Chapter No. Five of the OP with American Food Regulatory Program Standards (AFRPS)

On a motion made by Blaine Brown, seconded by Jim True, it was resolved to accept the Chapter 5 alignment work group proposal to add a risk assessment to Chapter 5 of the OP. Motion carried.

The Committee agreed that the work group for the alignment of Chapter No. Five of the OP with AFRPS could be disbanded.

5.2 Strategic Plan Update

Jamie Spencer reviewed the strategic plan updates with respect to the objectives that were included in the agenda. He noted that the AITS training has included a FDA state liaison representative. He highlighted the strategic plan objective to develop an example structure of a feed regulatory program and to make it available through AAFCO. The Committee discussed establishing a committee with broad representation that would be dedicated to developing a template that could be used while recognizing the States' unique needs.

Jamie Spencer highlighted the objective to review inspector sampling and set up an Animal Food Regulatory Program Standards (AFRPS) group/food safety system to audit sampling and inspections.

The Committee considered inspector accreditation as part of the strategic plan to promote and integrate animal food safety systems. The Committee did not support the formation of a work group to investigate accrediting inspectors.

5.3 Other New Business

Jim True stated that if States are having difficulty with sticking the stickers to bags, they should contact him about a superior product.

6. ADJOURNMENT

It was agreed that there was no further business to transact; the meeting closed at 10:25 a.m.

DISCLAIMER

The above minutes should be used as a summary of the motions passed and issues discussed at the meeting. This document shall not be considered a verbatim copy of every word spoken at the meeting.

Director

Director

Date

Date