



**MINUTES OF THE INSPECTION AND SAMPLING COMMITTEE ANNUAL MEETING
HELD AT THE HILTON OMAHA
1001 CASS STREET
OMAHA, NEBRASKA
AUGUST 5, 2025, 9:35 A.M. CT**

MEMBERS:

Jessica Gore (Co-Chair;
via teleconference)
Blaine Brown (Co-Chair)
Jamie Spencer (Co-
Chair)
Jordan Mancini
Barb Schroeder (via
teleconference)
Chelsea Mills

Chris Olinger
Daniel Zangari
Holly Jewell
Jason Fields
Martin Pousson
Jamie Spencer
Jim True
Landon Kidd
Laura Scott

Lloyd Payne (via
teleconference)
Madison Phillips
Samantha Moran-Defty
Wayne Pendleton
Wendy Powell
Brittany Clark

ADVISORS:

Felicity Stewart
Stephanie Adams
Mary Paulson
Chris Olinger
Leann Meyer

GUEST:

Lori Goshert Recording Secretary, Minutes Solutions (via teleconference)

CALL TO ORDER

There being a quorum present, and adequate and proper notice of the meeting having been given, the meeting was called to order at 9:31 a.m.

WELCOME AND OPENING REMARKS

Blaine Brown welcomed the Committee.

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

2025 BITS Update

Blaine Brown reported that registration is open for BITS 2025, scheduled for September 22 to 26 in Harrisburg, Pennsylvania. The base rate needs to be completed by the end of August, 2025. He advised that new inspectors be registered as soon as possible.

A host is needed for BITS 2026. Inquiries should be directed to Blaine Brown.

2025 AITS Review

Jessica Gore reported that AITS 2025 took place on June 3 to 5 in Savannah, Georgia. There were 36 attendees from 19 states, but no attendees from the Food and Drug Administration. Topics included current manufacturing requirements, ingredient traceback and traceforward, advanced feed labeling, medicated feed labeling, and aseptic sampling as well as a new topic, environmental monitoring. On the last day, Michael Ferjak delivered a talk on investigative report development. The event went well, and all participants were engaged.

ITS 2026 will take place in South Carolina within the first two weeks of June, with the location and dates to be announced. A host state is needed for 2027.

WORKGROUP UPDATES

Bulk Tote Sampling Method Workgroup

Jamie Spencer reported that a proposal was sent out and three applications were received. The Workgroup is in the process of selecting a candidate and will notify the Committee when a decision has been made.

Inspector Guidance Tool for PC and cGMP Inspectors Workgroup

Wendy Powell reported that the Workgroup has met several times over the past year and has finished adding most of the content for the inspection type tabs. The Workgroup is continuing to review content for risk and categorization questions; she noted that it is not possible to create a full set of these due to differences between states. There will be a guide describing how states can develop questions and assign categorizations based on weight. A decision tree is being developed. Each Excel tab is being reviewed to resolve lingering questions and ensure a consistent format.

In August and September 2025, the Workgroup will discuss how to connect the tabs and automate the toolkit so that the decision tree can gather information from other tabs. An Excel expert is necessary for this work, whether from within the Workgroup or the AAFCO membership or from outside the Association. It is hoped that the majority of the content will be ready for the mid-year meeting in January 2026.

AAFCO-Branded Sampling Equipment Workgroup

Jamie Spencer reported that the Workgroup has not experienced much progress regarding AAFCO-branded tools. The steam cutter that was designed weighed 10 pounds and was on a 10-foot pole, making it impractical to use. The Workgroup is considering sending out a survey to assess what tools people might need. Anyone who has a need for a tool for sampling should notify the Workgroup so that it can be developed.

The Workgroup has new lightweight, streamlined triers for sale.

Chain of Custody Workgroup

Blaine Brown shared that the chain of custody document of best practices for sample collection has been slated for the end of Chapter 3 in the AAFCO Inspectors Manual. It is now under review by the Workgroup. Once this task is finished, the Workgroup will likely be disbanded.

AAFCO Inspectors Manual Update Workgroup

Chelsea Mills reported that the AAFCO Inspectors Manual Update Workgroup has reviewed the manual several times and made revisions. It will be sent to the Committee for approval soon, and the publication process will start. Because manual information changes constantly, it will be necessary to keep a list of items to update.

Environmental Sampling Workgroup on Addition to AITS Training

Jessica Gore reported that we were tasked by NASDA in implementing a true environmental sampling for pet food or residue. Environmental sampling breakout session was implemented into the AITS training for the first time in June of 2025. It was well received, with most attendees stating they had never been exposed to this type of training. Mock up/Hands on sampling at AITS. AFDO offers in-person train the trainers training-send survey to states on who would be interested

Hazards Reference Guide Workgroup Update

Wendy Powell reported that the Workgroup's first meeting was a brainstorming session, and it has met regularly since. The Workgroup plans to incorporate four broad categories of hazards for the guide: common hazards across multiple species, hazards unique to individual species, types of manufacturing and equipment, and association with carryover issues, for example, medication or ingredients with toxicity. Workgroup members are creating a list and will later collect content from a variety of resources, organize it, and decide on the formatting.

NEW BUSINESS

Jim True-sampling labels-if anyone bought them from Mark let Jim know how they work for you.

ADJOURNMENT

Jamie Spencer motioned to adjourn
Second-Madison Phillips
9:57