

2017-2018 AFDO COMMITTEE CHARGES

Seafood Committee

*Chair: Rita Johnson, FL Dept. of Agriculture & Consumer Services, Spring Hill, FL

Chair: Courtney Mickiewicz, VA Department of Agriculture & Consumer Services, Virginia Beach, VA

Charge 1: The Co-Chairs will serve as the lead liaisons for AFDO on the Seafood HACCP Alliance (SHA) and keep the Board apprised of all activities.

Discussion: Ms. Mickiewicz has been able to attend these meetings and represents AFDO on all aspects of the meeting and is involved on various committees.

Recommendations: Continue to participate and support the SHA.

Executive Committee Action:

Approval Disapproval Date 6/6/18

Charge 2: Approve AFDO/Seafood HACCP Alliance courses per established protocol. Ensure mandatory topics are covered with adequate timeframes and with certified instructors.

Discussion: Seafood Committee has made revisions to the group who reviews submitted applications for Seafood HACCP Courses in compliance with the SHA/AFDO Protocol. Now there is one small group reviewing courses rather than each affiliate having a separate reviewing group. This will make the course review more consistent. The seafood course reviewers had a conference call March 2, 2018 to discuss improvements to the process. Since January 2017 – March 1, 2018, the Seafood Committee has reviewed 130 Basic Seafood HACCP Course Applications; 201 Segment II Seafood Course Applications and 11 Sanitation Control Procedures (SCPs) Seafood HACCP Applications. The number of courses submitted/reviewed to the AFDO office through May 2018 will be provided by Ms. Alena King of the AFDO office.

Recommendations: Continue this charge to protect the SHA/AFDO sponsorship of Seafood HACCP courses.

Executive Committee Action:

Approval Disapproval Date 6/6/18

Charge 3: Finalize the committee's proposed updates on the Cured, Salted & Smoked Fish Est. GMP's including Listeria Manual (May 2004).

Discussion: Mr. Joe Corby has secured a person in academia to give a final review to wrap up the revision. It has gone through several technical reviews and additions. FDA's current guidance on Listeria monocytogenes was included with this document. The final revision was sent to Mr. Corby for AFDO Board Review. We are awaiting the board's review/comments of this document.

Recommendations: Receive board approval and publish or make any suggested changes by the board and submit for final approval. Remove this charge.

Executive Committee Action:

Approval Disapproval Date 6/6/18

**Responsible for submission of reports*

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Charge 4: Develop food safety guidance for wholesale sushi manufacturers.

Discussion: Wholesale Sushi Guidance was reviewed and recommended it read more like a guidance document and not a model code. However, Michigan is interested in possibly adopting it as code for their program and have been in touch with Project Lead, Eugene Evans. We requested that the AFDO board assign/contract with someone to reformat this document to language more appropriate for a guidance manual as originally intended. If Michigan or other states wish to adopt the current format as code we would still have that version available. As of the date of this final report, we do not yet know if the AFDO board has acted on our request since the last report regarding the Wholesale Sushi Guidance.

Recommendations: Convert the language of the current draft to more of a guidance document as suggested by the technical reviewers with AFDO's assistance by contracting interested parties to complete the task.

Executive Committee Action:

Approval Disapproval Date 6/6/18

Charge 5: Serve as Chair of the Seafood HACCP Executive Committee and assist in coordinating and administering their meetings during the year

Discussion: Both co-chairs attended the HACCP Executive Meeting May 1 -2, 2018 in CA. From discussion with the members we will be revising the protocol, Seafood HACCP Course Registration/Application and our Applicant Check list as well as specifics to add to the June Edition of the Seafood Trainer's Newsletter. It was discussed and decided that future editions of the Curriculum Manual will not include a suggested agenda, but will refer to the AFDO website for the most current protocol and suggested agenda. Also, decision was made, that all contact hours, in the protocol agenda's for the various courses, will have just the minimum contact hours and not a time range. From various workgroups, Courtney and Rita have been assigned tasks to be completed before the next meeting. An example is both will be part of the Evaluation Workgroup to streamline and make the evaluations more meaningful in what the AFDO/SHA wants to know as outcomes and may include a 6 month or 1 year follow up to attendees as well. The Board will receive the minutes and action items from this meeting.

Recommendations: Continue this charge.

Executive Committee Action:

Approval Disapproval Date 6/6/18

**Responsible for submission of reports*