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2007 RESOLUTIONS
ASSOCIATION OF FOOD AND DRUG OFFICIALS

RESOLUTION 1

Submitted by: Association of the Food and Drug Officials Board of Directors

Date: June 1, 2007

Concerning: Improving Government Effectiveness through Leveraging Programs

Whereas, FDA's Office of Regulatory Affairs has identified leveraging as a key element in their transformation initiative to work collaboratively with other public health organizations including corporations, educational institutions, trade and consumer groups, state and local government agencies and foreign governments; and

Whereas, FDA has indicated that leveraging is collaboration with other organizations in a manner that allows each organization to achieve more towards their public health responsibilities, goals and objectives than through individual efforts; and

Whereas, AFDO agrees with the vision of integrating food resources at all levels as a meaningful way of addressing food safety issues on a national basis; and

Whereas, AFDO has already supported numerous collaborative projects such as PulseNET, FoodNET, a virtual food safety education process available through ORA-U, FoodSHIELD, and a host of smaller projects which began with the National Food Safety System (NFSS) project; and

Whereas, AFDO continues to believe that dwindling government resources combined with increased consumer demands will require government officials to seek innovative ways to work more collaboratively together; therefore

Be It Resolved, that AFDO reconfirms its support for leveraging and requests FDA to identify innovative and bold leveraging projects and methods that would enable them to work closer and more effectively with states and local governments; and

Be It Further Resolved, that FDA strive to break down traditional barriers which exist within inspection, investigation, and surveillance programs that have prevented FDA from better leveraging with state and local agencies in the past; and

Be it Further Resolved, that FDA pilot test or fully implement new and innovative leveraging programs into the overall strategy for addressing food safety concerns for the nation.

2007 RESOLUTIONS
ASSOCIATION OF FOOD AND DRUG OFFICIALS
RESOLUTION 2

Submitted by: Association of the Food and Drug Officials Board of Directors

Date: June 1, 2007

Concerning: Manufactured Food Program Standards

Whereas, AFDO has long supported a nationally integrated food safety system for this country; and

Whereas, AFDO worked with the National Food Safety System (NFSS) project to identify steps which would be required to achieve the vision of a fully integrated food safety system; and

Whereas, uniform criteria and regulatory program standards are recognized as foundational elements needed for establishing equivalency among agencies at all levels of government; and

Whereas, FDA has published its Manufactured Food Program Standards which were developed with input from state regulators; and

Whereas, although these are voluntary standards, are very ambitious, and may take considerable time for states to develop the program capacities required to meet the standards; therefore

Be It Resolved, that AFDO should advise FDA of their support for uniform national manufactured foods program standards; and

Be It Further Resolved, that AFDO advise state program managers of this support and recommend they work with FDA to eliminate any lingering issues, as well as to build the funding mechanisms, program capacities and infrastructure necessary to meet these uniform standards.

MINUTES OF THE BOARD OF DIRECTORS MEETINGS

Post-Conference Meeting

June 21, 2006

Albany, NY

Present - President Bruce, Marion Aller, Dennis Baker, Richard Barnes, Claudia Coles, Joe Corby, Karen Deasy, Guy Delius, Sarah Geisert, Bill Krueger, Ellen Laymon, Denise Rooney, Doug Saunders, Robert Scales, Cameron Smoak, Steve Steingart, Steve Steinhoff, Alan Taylor, Joyce Welch, Gerry Wojtala. Also present were Bill Brooks and Dave Read.

Bill Brooks reported on the **last issue of the printed AFDO Journal** (2005 Board decision based on cost of printing). Bill requested the Board's help on recruiting articles for the on-line journal. Bill will conduct follow-up if names are provided to him. All speakers are requested for annual conference presentations; however, it is nearly impossible to convert PowerPoint presentations to journal publication. Gordon Meriwether has submitted the first paper for the on-line journal. Bill is working with Leigh Ann to coordinate the on line Journal.

Charlene Bruce provided **Presidents remarks** – reiterated from the annual business meeting her three charges for the coming year.

- Uniformity
- FoodSHIELD - our newest opportunity to gain an audience with training and outreach,
- Virtual access - a great opportunity for training and resources

President Bruce also:

- Welcomed our new AFDO Board members: Guy Delius, Director at Large and Lyle Jackson, DHS Advisor. Our new associate advisor is Sarah Geisert.
- Executive Board appointments: Guy Delius and Bill Krueger.
- Added Betsy Woodard and Cameron Smoak to the Board as advisors on uniformity.
- Passed along Bill Krueger's offer of AFDO's help or assistance to Lyle Jackson DHS. Bill Krueger encouraged Lyle Jackson to bring other DHS people to future AFDO Board meetings for further networking.
- Passed out copies of new committee charges for 2006/2007
- Announced new committee chairpersons for 2006/2007:
Laws and Regulations Committee – Cameron Smoak, Chair and Terri Wenger, Co-Chair
Seafood Committee – Gary Wolf, Chair and Rita Johnson, Co-Chair
Education & Training Committee – Claudia Coles, Co-Chair
Meat and Poultry Committee – Joe Corby, Chair and Ralph Stafko, Co-Chair
- Called for discussion regarding new committee charges.

Dennis Baker – reported on the **Drug & Devices sessions of the annual conference**. He and the Drug & Device committee are recommending that AFDO have a two-day workshop instead of standard break out sessions. The program for the San Antonio annual conference is underway.

Dennis reported on the issues with compounding vs. manufacturing with new GMP's (on the drug side). Board of Pharmacy does not have training in GMP's. Receive requests at FDA for GMP training for Pharmacy so they are looking at that for the workshop for next years meeting in San Antonio. They are also considering pharmaceutical imports which is a big issue in Texas. Recommending that the workshop start at 10 am to allow all conference attendees to hear Key Notes. Dennis noted that there is an Industry advisor to the AFDO Board, why not one from the D/D side? D/D committee also recommends that we have an industry drug advisor on the Board as well. Discussion followed:

- Robert Scales suggested that it was a good idea.
- Sarah felt that the industry representative is for the associate members, which includes drug & devices.
- D/D committee will submit some names for rep on the Board for the Board's consideration.
- Denise – how can AFDO be more relevant to the D/D community.
- Dennis – committee had discussion on this issue. Access to key people is important as is the networking. They also put emphasis on training, so anything new we could provide with training would be

advantageous. Industry training at regional level has been successful, why not at the AFDO level? Could contact PSG (non-profit pharmaceutical training group from Canada) to access for co-sponsorships or venue or ideas and they have a large membership to draw on for future conference attendance. There are unique opportunities to avail ourselves of.

- Richard Barnes – mentioned the group that works with Headquarters, make contact with National Association of Boards of Pharmacy - Carmen Catason is the Executive Director – we should parallel with them, pharmacists are required to maintain CEU's.
- Dennis – they have contact with this group and they are currently not planning any training, each board of pharmacy (state level) is different (not unlike state food programs), some conversations have already been started.

Charlene Bruce thanked Steve Steingart and the AFDO office for a great conference. She requested that everyone assist Jerry Wojtala in next year's planning. One theme that is emerging is movement of exports and transportation.

Marion Aller talked to the **Mexican keynote** – he suggested a panel discussion with Canada, Mexico and FDA at next year's meeting addressing common issues – whether tri lateral agreement or some of the work on food. Mexican state reps will be here next year, more of their technical hygiene folks.

Charlene Bruce thanked Richard Barnes - 21 folks in for the conference on small conference grants, – someone from both Puerto Rico and Guam attended.

Charlene Bruce – Joe Corby, Denise Rooney and Charlene Bruce will be attending the **Las Vegas meeting** in November – Ellen Laymon is going under separate invitation. Brian Nummer from Utah State is hosting a meeting “Collaborating Across Boundaries in Retail – Foodservice Food Safety”. Commitments from IAFFP, CFP, AFDO and NEHA have been received to date.

Denise Rooney addressed **locations and hotels for future conferences**. To avoid attrition penalties AFDO began to conduct business differently several years ago. She will be working more closely with regional affiliates to assist in choosing locations. Many issues will be taken into consideration including: Ease of air access and average airfare costs; cities/locations that will enhance attendance and participation by all members/attendees and conference speakers; reasonable per diem rates; affordable associated meeting costs that include: food and beverage, meeting room rental, etc.

AFDO currently utilizes *Conference Direct* to assist in obtaining hotel proposals/contracts.. Regional affiliates may utilize the services of *Conference Direct* at no charge.

Federal Updates

Canadian – Robert Scales

- Neil Yeates, new Assistant Deputy Minister gave Canadian update at the conference and also participated in the drug and device breakouts.
- Four additional people from Canada attended the conference, everyone responded favorable.
- Regional renewal - Continuing to restructure regions of Health Canada, now 7 regions. New Branch called Public Affairs, Consultation and Regions Branch.
- New conservative government, tightening up on spending. Austerity and frugality are the underlying trends for budgets and spending for this year.
- Government of Canada is developing a strategy for counterfeit drugs, enforcing intellectual property rights and how to combat this issue.
- AI planning is big initiative - almost finished with the Canadian influenza plan, developed for the whole spectrum of public health (manufacture, distribution, health).

FDA update – Richard Barnes

- Maggie Glavin's speech on Monday outlined agency goals.
- As of today, three people have opted for early out, DSFR then down to ten people including Richard.
- FDA & USDA have planned for the fall meeting, but have no way to know if they can fund their half of the fall meeting. May not know until the very last minute. Could be October.

- Still protecting state contracts – ORA, 6 of the 10 people work on that which will remain in place. In the future may grow depending on budgets, it is still the main focus.
- Some services in the past may not be any longer available. Carl Vassar, Paul Raines and Glen Johnson have all applied for the early out. Will not know until June 28th and then will have to be gone by July 3rd.
- Protect the broadcast confidential agreement. Ancillary things will have to be suspended.
- Can only fill from inside ORA- still need 150 people to be gone from ORA by next fiscal – lots of folks going from all offices (drugs, CFSAN, devices).
- Maggie values the state relationships. Truly a time of transformation in the FDA. What they do with the states will most likely increase.
- Council of Association Presidents. – 10 association presidents, represents 90% or better of the state food people – NACHO, APHL, AFDO, NEHA, ...meetings are conducted via conference calls – food defense is the priority – one meeting to develop the broadcast in March – co sponsorship carried it off. Million ALERT cards and instructions will be mailed to all jurisdictions – DVD's of the broadcast was sent to everyone in all jurisdictions including tribal health. The council has started to look at the next steps, face to face with the group in August to plan next meeting/broadcast. USDA has been brought in, have not invited DHS. This Council is directed at local, state, tribal people – do not want to confuse with the Agriculture and Food sector (of DHS) which is at a different level. If we get to a response state it is too late, need to look at prevention.

CDC update – Karen Deasy

- FDA is the lead on 'Food Defense'; CDC is a collaborator in the planning of the broadcast.
- We're reorganizing and money is tight. CDC is moving ahead, budget cuts, any new money directed to pandemic flu.
- Food Borne Illness reporting running better under Art's leadership.
- Developing training, epi-ready – have trained 7-9 thousand folks, working with NEHA for outreach.
- Speaker June 21, 2006 talked on pandemic flu, lots of confusion about AI and the pandemic. Active area for CDC for both of these subjects. They are different. Industry is looking to CDC for help in public information for eating poultry; CDC looks to FSIS to take the lead and helps in collaborating to have a uniform message that there is no threat of AI through cooked poultry.
- Claudia offered information from Washington, they have created a flyer, and she will share it with the Board.
- Proper cooking temp for chicken – 165 degrees recommended, FDA and CDC concur – you've killed what needs to be killed but personal taste, appearance or texture may mean you cook it longer. FSIS wants to have a uniform message for the public. On CDC website there is a section on AI, with a Q & A. It was handed out at AFDO retail food committee.

Affiliate updates

WAFDO

- Annual conference moved to August, to avoid conflict with other affiliate annual conference. This year's conference is in Albuquerque, August 20th – 23rd.

NEFDOA

- Acknowledgement and thanks to Terry Macaig, Gene Blake and Al Bugenhagen for organizing this year's local arrangements for the annual conference.
- Terry Macaig received the Wiley Award this year.
- One meeting a year, this year in Rhode Island – strategic planning this year to address the number of folks leaving who have experience, etc.
- When CBS aired their show (on AI), NH had a hot line, had 80 calls the first night and 25 the next day. Two most asked questions, is it safe to eat chicken, how do I keep my bird safe? Appeared to be no panic.

NCAFDO

- Annual conference held in Indiana meeting October 16-18. Web cast of the Board meeting was successful. Worked well through Breeze website.
- Had drug and device workshop in April. Demonstrating integration on website/web cast.

MCA

- No update available.

CASA

- 8 separate conferences in CASA which held 24 training sessions, >3000 people attended.
- Next year's meeting will be held in Virginia Beach.
- Giving one large scholarship this year.
- All CASA conferences revised their constitution and bylaws this year.
- Cash flow always a concern. Budget is usually difficult to balance. Usually lose money on their annual conference; they try to keep cost low because they get the folks where the rubber meets the road. Will be talking to Denise to get some help.

AFDOSS

- Hold 2 meetings a year. Annual meeting in Wilmington NC in April; was well attended. Gatlinburg conference the 2nd week of September this year. Started as roundtable discussions on common regional topics.

Request from Steve Otwell, Chairman of the Seafood HACCP Alliance: 2 actions for board –

- AFDO seafood committee chair to be appointed by AFDO. He will be advised of our two co-chairs.
- Second request was for AFDO to assign and support travel to send a person to Dublin Ireland for the International Association of Fish Inspectors conference. Economically we don't have the money. Claudia Coles mentioned that NSSFP & PFT are WAFDO and AFDO members and if they are going we may want to ask them to liaison as AFDO representative.

Fall Board meeting – Hamilton Crown Plaza, Washington, DC. Meeting dates are Sunday, Oct 29th through Wednesday, November 1, 2006. Board of Directors will meet Sunday, USDA/Monday, FDA/Tuesday and wrap up on Wednesday by noon. We will need to contact DHS to arrange meetings with appropriate staff.

Associate Committee Meeting Update–

- Approval from AFDO Board to request funds from the EF for support of FoodSHIELD.
- Took in \$16,843.25 dollars in donations to the foundation this year. NCAFDO also pledged a donation of \$500.00.
- Board confirmation of three-year term for: Gale Prince, William Sveum, Ken Tabor and John Young (all returning associate members). Doug Saunders made motion, Marion Aller seconded
- Looking for a way to maintain a database for people that no longer want to be members but may want to keep in touch and maintain contact. Denise Rooney stated that in the past most individuals who dropped their membership did so because they did not want to receive communications from AFDO? Wondered what the basis was for this request. How will we sort out those that do and those that don't? Sarah Geisert said the associate committee could help support the organization. Denise Rooney asked "without doing printed letter or newsletter how do we reach out?" Don't want to devalue the current membership or confuse with virtual access. Marion Aller suggested the Alumni committee might be able to help; perhaps make a committee charge? Sarah Geisert is looking for a database of alumni addresses.

Uniformity – Joe Corby will be meeting with NASDA this afternoon along with Marion Aller, Doug Saunders, Steve Steinhoff, Denise Rooney and Charlene Bruce. Joe will talk about what the strategy is going to be from the AFDO perspective.

Old business

- MOU with CFP, Steve Steingart moved that we sign the MOU, with the additions that the retail committee takes care of it from here. Doug Saunders seconded the motion, passed.
- Joe Corby - Seafood HACCP alliance, are they going to meet at the time of the AFDO annual conference anymore? We ought to try and get them to meet right before the AFDO meeting. Denise Rooney – they are meeting with SST every other year in December, that is why they are not at AFDO anymore. Joe Corby will call around and see if we can get them back.

- Bill Krueger – There are not any awards for lab folks to be nominated for. He would like to see an achievement award for lab folks. Terry Macaig talked about it years ago. Denise Rooney will check on the criteria for the award. Doug Saunders said he thought that the language had been modified; if it wasn't it should be.

New Business

- Steve Steingart – Ben Chapman made a FSNet presentation at the conference – and stated that he would like to receive information on AFDO. Steve Steingart will write the meeting summary. Ben and Doug Powell will post info re: AFDO on their website. Get media committee co-chair to help. We need to provide them with the FoodSHIELD brochure for posting.

Fall Board Meeting
October 29 - November 1, 2006
Washington, DC

Present: Charlene Bruce, Ralph Stafko, Doug Saunders, Joyce Welch, Bill Krueger, Joe Corby, Denis Blank, Marion Aller, Steve Steingart, Ellen Laymon, Guy Delius, Alan Taylor, Bob Scales, Denise Rooney, Gerry Wojtala, Claudia Coles, Ron Klein and Karen Deasy for Art Liang. Invited guest Ricky Schroeder AAFCO. Absent: Richard Barnes.

Opening remarks

Charlene appreciated the help and support from AFDO members, great organization going to get bigger and better. She remains focused on her three goals for the year:

1. Uniformity
2. FoodSHIELD – exciting things to talk about – expand to include the affiliates
3. Virtual access- get our name out there so people know who we are and what we do

Approval of minutes

Doug moved to accept, Bill Krueger 2nd, approved as submitted.

Pending Board action items

(Charlene) 2006 AFDO Food committee report, approved part of it; rejected part of it; did not address charge 5. Doug moved to accept, Marion 2nd, to approve committee report. Discussion summary; leave the charge in, give more direction to the committee, original motion amended, passed. Steve Steingart will ask Mike Govro to rewrite the 2006 Food Committee report before posting on the website.

(Joe) A letter is recommended, addressed to commissioners to tell them what AFDO does and what FoodSHIELD means to the states. The letter should be:

- In bullets,
- No more than two lines per bullet
- No more than 8 bullets on a page
- Develop a standard vocabulary
- Customize letter to include local employee that can be contacted for more information
- Use affiliates to get contact persons and engage them in the process

(Joe) FDA is having a meeting on functional foods December 5th. Science speakers, public comments (open until Jan 3rd). Dan Sowards would like AFDO to write comments. Marion and Joe will write a letter, circulate among Board and Food Committee for comments.

Updates from Liaisons

Detailed notes on updates available upon request from AFDO Secretary, Ellen Laymon

- Canada – (Robert Scales)
- CDC – (Karen Deasy)

2006 conference profit and loss –

(Denise) Total income \$141,000 minus direct expenses \$109,000 –profit \$31,000. If charge off indirect costs, mostly likely break-even. It was a good conference. Events and spouse trips are set to break even. States not represented at the conference were identified and efforts made next year to have a representative from them in attendance.

Comments on member attendance versus nonmember attendance – We had a number of participants that were non-members attending the 2006 conference. Denise will run report to see who the non-members are that attended the 2006 conference.

(Joe) suggests writing a letter to the Commissioner/Director like CFP (with a cc: to the program mangers) and letting them know what we will be doing and how important it will be to attend. Also contact the persons at the local

level. (Denise) suggested using Guy's letter that he used for AFDOSS as a template for AFDO. (Steve) look at map; see where the draw is for each year, membership committee should address all states, not just those that are at 0 – because as the meeting moves, the population draw shifts?

2007 Conference Review

(Joe) two-pre conference workshops; one on imports and one on drug and devices, to run simultaneously the Saturday before the Conference.

(Gerry) conference food side pretty well put together, including food security on agenda to allow people with money budgeted for this topic to send people to AFDO.

(Gerry) Kilpatrick address speaker? Joe suggested Marion, Doug or Cameron would be good candidates.

(Karen) CDC would prefer not to do a keynote, but rather would like time to do a proper presentation, would like to talk about spinach outbreak. (Doug & Denise) Evaluations often say less keynotes and more tangible subjects. (Marion) We need industry input on policy discussion of spinach. Maybe offer a panel discussion on spinach, have it focused, so the speakers don't overlap. Be careful about how many people on the panel. Talk with Karen about adding industry to the panel.

(Doug) offered some states [Georgia, Florida], industry and academia are having a meeting in November about salmonella in tomatoes – can add this to agenda if need more topics like this. CDC and states are involved in this. There will be a follow up meeting in February. On the East coast, there are 5 distributors in the area that move and up and down and sell their tomatoes. There was a multiple state outbreak that involved roma tomatoes.

(Claudia) suggested that we provide translation service for the speakers from Mexico, WAFDO did it in San Diego and it was well received.

Theme for this year –

- ❑ Movement of food through global, state and local, transportation and borders

(Dennis Baker) – did surveys on what people wanted for the drug and device part of the 2007 conference program

Local arrangements – Dan Sowards, Emma Singleton, Dennis Baker –

- ❑ Monday night event Rio-Cibolo Ranch,
- ❑ One spouse tour this year mission/city tour,
- ❑ There is the river walk, which gives opportunity.

Local arrangements will need approximately 10 individuals onsite to help with details including silent auction and AV needs. Talk to someone at FDA to bring a laptop and an LCD projector for the drug and device session.

Registration cost for annual conference – \$375.00 for member – \$475.00 for non-member. Do we want to change that? Should we raise the fee to \$395?

Scholarship/grant possibilities – AFDO will apply for small conference grant and look into a homeland security conference grant.

(Charlene) recommends getting all the affiliate presidents or the senior most person, that is not soon leaving the position of leadership, in the affiliate together and give them an opportunity to meet during the conference. (Marion) suggested that the president elect should work with the affiliate presidents.

Grants Update

Jim Austin provided updates on current grants. Update information available from AFDO Secretary, Ellen Laymon.

(Joe) update on meat and poultry taping that was done during the annual conference in Albany, module introductions were okay; the segments did not turn out as good as they would have liked.

(Joe)- Penn State Listeria – additional piece of the grant not yet completed. AFDO needs to design a model response for when we have a positive Listeria and develop a document or direction for a model template. Booklets, English & Spanish and DVD's will be sent out shortly.

Committee reports

(Steve)

- ❑ *Alumni* – Need a member from each affiliate. CASA, NEFDOA and WAFDO have representation on the committee.
- ❑ *Administration* - All in progress, no recommendations
- ❑ *Associate Member* – Would like a representative from each affiliate for committee – trying to help identify topics for annual meeting –added another charge of creating a larger contingent for the AFDO meeting from the affiliates
- ❑ *Awards* – no recommendations
- ❑ *Drugs & Device* – Membership by regulatory has fallen to a low for committee membership – what can AFDO do to improve this? Charge has not been directly addressed to increase membership. They did send out a survey for the conference. Relevancy to drug and device members – Dennis Baker said they need state members. Denise raised a question on charge 2; this is not really answered in the committee reports. Board discussion.
- ❑ *Education & Training* – These charges are similar to the field committee – recommend tying the training and education web page with the field topical index (this is not what the charge is asking for, it is asking to identify other training websites that our members can access for other free training) - Denise suggested promotion and use of the course in a box which each affiliate has – charge 3 should be easy to identify and contact.
- ❑ *Field Committee* – Some overlap will work with education and training – expand the topical index and move it closer to the front level of the web site, roll out as new feature and re-market it. We cannot attract virtual membership until we get a more robust web site – Leigh Ann will be working on the website and FoodSHIELD this year primarily. Jim Austin has contacted all the previous Crumbine award winners for a conference call to get them onto food shield
- ❑ *Food* - Joe will talk to Dr. Brackett about charge 1. Discussion on language in the charges, comments on CFSAN goals and motivation for charge 2. Charge 2 will be divided into 2 separate charges. Committee did comment on the new GMP's. PHF charge has been added back to the committee charges.
- ❑ *Food Protection* – Awesome report – active committee – Charge 3 asks for a name change for the committee, Board decides to leave the committee name as is.
- ❑ *International*-No recommendations
- ❑ *Lab* – No recommendations
- ❑ *Laws & Regulations* – Excellent work, wants a name change to uniform laws and Regulations
- ❑ *Meat* – Great work, re-invigorated, no recommendations, John Arnold will be back as committee chairman.
- ❑ *Media* – No recommendations
- ❑ *Membership* – Virtual access needs some attention
- ❑ *Nominations* – Need to get a nomination for VP
- ❑ *Resolutions* – No report submitted, none required at this point
- ❑ *Retail* – No recommendations
- ❑ *Seafood* – No recommendations –Rita, Gary, Denise and Charlene are going to attend the Seafood HACCP Alliance Steering Committee meeting (charge 1)

Washington Post articles – September 22, 2006

USA Today article - October 23rd

(Guy) spinach report – raises questions about our food safety systems.

(Sarah) suggested putting the differences in the European and FDA GAP's on our website.

Associate update from Sarah Geisert

Liaison reports

- ❑ AAFCO (Ricky)–
- ❑ Center for Disease Control (Karen)

Adjourn**Monday – United States Department of Agriculture****8:30 Call to Order*****Country of Origin labeling Power/point presentation, Dr. Martin O'Connor***

Power point presentation and questions asked during the COOL presentation available upon request from AFDO Secretary, Ellen Laymon.

Dr. Raymond – Under Secretary

- ❑ Spinach and e-coli outbreak have caused a clamor for a single food safety agency.
- ❑ Discussed the risk based inspection system.
- ❑ Enhanced outreach to very small and small processing plants.
- ❑ Avian Flu – how to maintain USDA line of work if hits in plant or in a flock of birds.
- ❑ Hosted a tabletop exercise, which included customers, Federal, State and Local Officials. There will be a report on the USDA website of this exercise.

Dr. Barbara Masters

- ❑ Still working on 07-08 budget at OMB
- ❑ Going to risk based, needed to include small and very small plants
- ❑ Reevaluate outreach to make sure what they are giving was what was needed.
- ❑ Have put out seven (7) Q & A's.
- ❑ Training on the road, 60% industry, 40%FSIS, evening sessions added
- ❑ EIO volunteering to do processing plant walk-through (voluntary basis)
- ❑ New 'Fight Bac' campaign – can be branded, available at www.befoodsafe.gov.
- ❑ New magazine available quarterly – available free, electronically

(President Charlene Bruce) addressed Dr. Raymond and Dr. Masters. She discussed her three main goals for the year (uniformity, FoodSHIELD, virtual access). She also stated that NASDA is in line with AFDO on the uniformity issue.

(Joe) talked about uniformity and the small educational grants for states or AFDO.

School Lunch Program power point presentation, Brenda Halbrook

Available upon request from AFDO Secretary, Ellen Laymon

CSREES, Food Safety Grant Program, Dr. Jan Singleton

Available upon request from AFDO Secretary, Ellen Laymon

(Joe) – What about renewable grants? [Ans: Respond to the reviewer's comments in a 1-2 page response with the new CSREES proposal.]

Import Inspection power point inspection, Mary Stanley

Available upon request from AFDO Secretary, Ellen Laymon

Meeting with Homeland Security

- ❑ Bob Stephen – Assistant Secretary for Infrastructure Protection (ASIP)
- ❑ R. James Caverly, Director, Infrastructure Partnership Division
- ❑ John D. Martin – Food and Agriculture Sector Specialist
- ❑ Tom McGinn, DVM, Office of the Chief Medical Officer (OCMO)

Bill Krueger moderated this session.

(Joe) strength of AFDO, we are able to identify innovative strategies that states use to handle problems. We can give the facts, results and why it works.

(Doug) #9 on the proposed topics, Uniformity, Tom McGinn pointed out that all things are handled at the local and state level, tragic if Uniformity passes, it could change everything. AFDO is not opposed to uniform label and uniform labeling of foods. Serious problem when they want to take away the states ability to handle adulterated foods.

(Joe) updated DHS on Uniformity. What we do is not identical to anything at the Federal level. We support the majority of the Bill; we do not support the pre-emption of authority.

Bill did preview of FoodSHIELD.

Adjourn.

Tuesday – Food and Drug Administration, Parklawn**9:00 Call to order****Introductions by Richard Barnes**

- TLT – transformation leader team – 20 ORA leaders looking at the transformation of ORA.
- Work groups deciding what ORA will look like in the future – Steve Steinhoff and Joe Corby are on the team.
- Going to risk based activity.
- 06-07 budget may have additional losses of FTE in ORA.

(President Charlene Bruce) addressed FDA.

She discussed her three main goals for the year (uniformity, FoodSHIELD, virtual access).

- Continuing grant work on food code, who has adopted it and who has not.
- Updated the pocket guide.
- Application course, each of the AFDO affiliates has a full 'Course in a Box'.

(Bill K) plugged FoodSHIELD – driven by University of MN's National Center for Food Protection and Defense. Richard said until the budget is approved, there is nothing they can do. Bill encouraged FDA to be involved in the development stages.

(Charlene) Thanked Richard for the travel money – Richard acknowledged USDA's cost sharing

(Alan) requested FDA to look at FoodSHIELD and provide constructive criticism. Richard politely declined, indicating that they do not know what the agency will look like down the road. Give them two months and they might be able to do more.

(Steve) Thanks Dr. Acheson and Joe for taking the time to meet with us and to speak at our annual meetings.

Joe Bacca and Dr. Acheson

- Alert cards
- The SPAR program
- Food defense surveillance in March 2007
- Launching Carver + Shock software in 2007
- Raw milk interstate and intrastate

Glenda Lewis

- Voluntary Retail Program Standards, clearing house
- Retail Standards used as a model for the Manufacturing Standards

(Marion) thanked FDA for work on floraquinalones in honey in Florida, doing testing and acting on the data. Work with China to correct the problem and on imports.

Joe McCallion

Import alert system – recently started taking some action based on state data. CFSAN is verifying state data to take action for future actions.

(Joe) Thanked FDA for the help at the district offices giving information on subjects like low acid canned foods.

Jim Fear

- Down to 5 trainers with the re-organization, dealing with CVM and CFSAN only
- Training courses still being developed
- Eduneeing is not interested in everything that FDA is, so they are looking for a place to park the training courses for the food code.
- Application courses are getting good reviews.
- Looking at web casting to get more training for the same dollars

Ellen Morrison

- Have spent a lot of time with CDC and states working on better communication.
- HSIN – homeland security information network

Carl Sciacchitano

- Update on FERN
- Re-prioritizing at regional labs to leverage resources –
- FDA/USDA just agreed to work together to get testing protocols and standardize.
- Manufacturing standards, pilot two states in 07 – then live 08 and 09. The standards will be required in the FDA contract – it is in the preamble of the Federal register
- The goal is equivalency by 2012
- Richard gave everyone at the table a disk with the manufacturing program standards.

Wednesday – At the Crown Plaza

8:00 Call to Order

Affiliate reports

Complete Affiliate reports available from the AFDO secretary, Ellen Laymon.

- Alan Taylor - CASA
- Joyce welsh - NEFDO
- Doug Saunders - AFDOSS
- Ron Klein - WAFDO (rocks)
- Bill Krueger - NCAFDO

(Guy) talked about an Emergency Response Plan committee to help build a better response to the Southern States.

Applications course – AFDOSS has been promoting it. Several AFDOSS states have completed the training and made it a pre requisite for working

Virtual access, should there be a group rate?

Applications course – will get more marketing attention and displayed at the annual meeting.

Brainstorm for grants idea/concepts.. A separate document was written for summary of grant ideas. It was sent to the Board the week after the Board Meeting. Copy available upon request. Jim Austin participated via conference call.

(Doug) – Gerry’s idea for more effectively dealing with food borne outbreaks and communication for NIFSE grants is worth pursuing.

(Guy) reminded us that we could apply for bridge grants

AFDO food emergency pocket guide, needs an update, it has not been updated in a long time.

Spring Board – last week of March or first week of April. (As of 1/4/07, it appears likely Spring Board will be in KC following the FDA meeting.)

Meeting adjourned – 10:15

Alan moved, Steve 2nd, Passed

Spring Board Meeting
March 26-28, 2006
Albany, NY

Sunday, March 26

Present: President Aller, Denis Blank, Charlene Bruce, Joe Corby, Bill Krueger, Ellen Laymon, Denise Rooney, Doug Saunders, Cameron Smoak, Steve Steingart, Steve Steinhoff, Alan Taylor, Gerry Wojtala, and Joyce Welch.
Invited guest: Jim Austin

Present via conference phone for portions: Claudia Coles, Dan Sowards

- President Aller provided an update on National Uniformity for Food 2005 legislation in light of the amendments added by the US House of Representatives.
- Denise presented a budget update:
 - Need to factor in an amount for equipment replacement when planning budget
 - Will drop immediate liability insurance because AFDO no longer publishes a journal
 - Bill suggested the possibility of purchasing the building where the AFDO office is located. Denise asked that this discussion be deferred until Tuesday.
 - AFDO's financial consultant has suggested that AFDO decrease the proportion of scholarship money held in a checking account
 - Steve moved, Charlene seconded, and the Board approved that the scholarship fund be managed as recommended by AFDO's financial advisor.
- Bill led a discussion on the status of the NFALC and NFPDC web sites
 - A question was asked, "What's in it for me." The following examples were included in the response: access to your peers, ability to quickly and completely respond to ad hoc information requests from the legislature or federal agencies, and a 50 state perspective on key issues.
 - A significant sales job is in progress, almost solely by Bill, to get others to use Food shield as a critical informational vehicle
 - Joyce commented that some states don't have electronic data so start-up money will be needed
 - Bill commented that if AFDO wants to be the provider of choice, it needs to move quickly to get its system up and running so we have an operational product to market. He also comments that we need to do a better job of telling our story and that more people need to get involved in selling the idea/system.
 - Charlene commented that the AFDO presentation needs to be simplified. Most AFDO members know little or nothing about this project so the story has to start at the beginning and tell what we are doing and why -- - concisely.
 - Bill mentioned several agencies or entities that are interested in the site and its value, among them the National Institute of Health as a platform for its International Avian Influenza web site.
- Bill led a lengthy, spirited discussion regarding potential changes needed for AFDO so that AFDO's stated mission and name better match its current actual mission and/or future core mission and target audience.

Monday, March 27

Present: President Aller, Richard Barnes, Charlene Bruce, Joe Corby, Karen Deasy, Bill Krueger, Ellen Laymon, Denise Rooney, Doug Saunders, Ralph Stafko, Steve Steingart, Steve Steinhoff, Allen Taylor, Joyce Welch, and Gerry Wojtala. **Absent:** Denis Blank, Cameron Smoak

Invited Guest: Jim Austin, Dan Smyly

Present for conference planning portion: Gene Blake, Al Bugenhagen

Present via conference phone for portions: Claudia Coles

- There was a brief discussion on the USDA guidance establishing a single safe temperature for cooking poultry (i.e., 165°F). This temperature is based on the temperature needed to kill heat resistant Salmonella species.
- Marion briefed this larger group on the status of the National Uniformity for Food 2005 legislation and AFDO's involvement
 - This bill passed out of the House by a significant margin. There is no companion bill or action in the Senate at this time.
 - Marion and NASDA's Charlie Ingram briefed senate staffers on the negative impact of the bill
 - Marion, Betsy Woodward, Cameron, Doug, and Jim O'Reilly, representatives of NASDA and representatives of the GMA and a couple of its members met on March 13. As the outcome of this meeting the groups agreed to 3 principles. GMA was to articulate these principles and share with all parties in attendance. NASDA was to draft a letter requesting a hearing on this bill in the Senate. GMA was reluctant and may/may not sign on to this letter.
- Steve Steingart reviewed progress of preparations for the 2006 AFDO Annual Educational Conference in Albany, NY.
 - The Department of Homeland Defense speaker has cancelled, but will send a replacement. Lyle Jackson is our contact at DHS.
 - Steve will check to see if Janice Oliver has been invited and if she plans to attend. She usually presents at the Food Committee meeting.
 - Dr. David Acheson plans to attend.
 - The Drug and Device section is struggling but making progress.
 - The Food Defense workshop is operated separate from the conference, but Travis Goodman et al have completed planning and the announcement is posted on the DHS web, among other places, and the committee also is contacting presidents of other association that may have an interest in food defense.
 - Denise reported 4 exhibitors have contracted so far, and several groups have expressed interest in sponsorship. Denise also negotiated free exhibit space for FDA/USDA 100th anniversary exhibit and the Partnership for Food Safety.
 - Denise reported that AFDO has received a \$25,000 small conference grant from FDA. AFDO will select recipients based on previously established protocol for assessing need and value of individual participants who request funding.
 - ACTION: Send current screening criteria used to distribute small grant funds to Board members for review and comment.
 - CEU's for the conference have been obtained through NEHA.
 - The Local Arrangements Committee (Al, Gene, and Terry Macaig) have arranged for a 3 hour dinner cruise on the Hudson on Monday evening.
 - There will be a welcome by the NY legislature's majority leader
 - There will be a single, combined affiliate-associate reception on Sunday evening so Saturday evening will be free time for attendees
 - A copy of the policy for conference planning and oversight committee was in packet hand-outs.
- Jim Austin reported on the status of AFDO grants
 - Listeria control at retail. This grant expires on August 31. Jim is seeking to get permission to redistribute the remainder of funds to sponsor attendees at the annual conference since several presentations touch on this grant subject.
 - Converting the Meat and Poultry course to an on-line format. Much of this work has been sub-contracted to the University of Utah. A meeting to review progress is scheduled.

- FDA Food Code Adoption. \$10,000 remains in the current contract. This contract will be renewed for \$25,000. We may want to make this survey/monitoring part of the NFPDC web site.
- Sub-contract with University of Minnesota on Homeland Defense grant. AFDO will receive \$160,000/yr for 4 years (\$50,000/yr goes to computer programming). We are in the first year of this sub-contract.
- Small conference grant of \$25,000 received (see more extensive comments in the conference planning section above.)
- NIFSI grant proposal via the University of Georgia. AFDO has applied for a grant to flesh out food defense guidance documents.
- Ethnic food via Cornell University. This project would develop a searchable ethnic foods database to be published on the AFDO web site. Cornell has submitted the application for this grant.
- CDC States Helping States grant has concluded. CEU's have not yet been assigned to the Basics of Inspection (aks Applications) course. Richard will check the status of this effort. Also, FDA doesn't want to manage the Food Jeopardy game so the 6 units will be assigned to specific affiliate representatives as follows:
 - AFDOSS – Charlene Bruce
 - NEFDOA – Joyce Welch
 - WAFDO – Ellen Laymon
 - MCAFDO – Player to be named – ACTION ITEM
 - NCAFDO – Jerry Wojtala
 - CASA – Alan Taylor
- Charlene gave an update on the status of committee reports. Reports are not due yet but one report, the Awards Committee, has been submitted.
 - Gene Blake proposed that the committee charged with selection of the Associate Award recipient should be chaired by the previous year's winner. Gene's recommendation needs to be incorporated into the committee report. The Board approved scholarship award nominees and Associate Award nominee. Gene reported that the committee has lost 4 members but replaced with 4 others. The Awards Committee report was approved with noted modifications.
- Jerry led a discussion on AFDO 2005 Resolution 2 – Date marking of packaged sandwiches for retail sale. A sandwich processor has expressed concern that sandwiches are being inappropriately singled out by this resolution. The person with the concern believes the resolution should deal with ready-to-eat (RTE) foods in general. Richard Barnes reminded Board members that any guidance from FDA on a subject such as this will be issued only after going through a process that provides for public input.
- Affiliate reports
 - WAFDO - The NW Food Processors and WAFDO co-sponsored a recall workshop. The WAFDO conference will be August 20-23 in Albuquerque, New Mexico.
 - AFDOSS – Due to hurricane Katrina, the Fall 2005 meeting in Gatlinburg, TN was cancelled. The annual meeting will be held in Wilmington, NC, April 9-12. Basic training on the NIMS system will be provided.
 - CASA – CASA tracked 4000 training hours in the last quarter. CASA by-laws and constitution have been rewritten to attain non-profit status. Annual conference will be held May 16-19, 2006 in Gettysburg, PA.
 - NEFDOA – The annual meeting will be held in conjunction with the AFDO Annual Conference this year. In 2007, the annual meeting will be in Providence, RI, May 8-10. NEFDOA is updating its by-laws and constitution, doing strategic planning, and has added the Canadian province of Ontario to its banner.
 - NCAFDO – NCAFDO will host a workshop on drug/medical device regulation on April 23. The annual conference will be held in Indianapolis, IN, October 16-18. The State of Ohio will rejoin the NCAFDO ranks. There is a multi-state project underway to check trucks at weigh stations for security, safety, and refrigeration.
- The sale of raw milk prompted a lively discussion. Claudia reviewed the recent outbreak related to raw milk in Washington state. She reported that it was hard to get public health messages out and hard to keep purveyors of raw milk from selling. Virginia just completed a study on whether on-farm processing and sales should be allowed. The conclusion pushes the issue back into the legislature's court. The discussion included recitation of facts and statistics concerning the linkage between the consumption of raw milk and foodborne illness and information.

- After a spirited discussion, the Board decided to maintain its current public health position on this issue.
 - The question was asked, do we want to involve the Partnership on Food Safety. I captured no answer to this question.
 - ACTION ITEM: At the conclusion of the discussion, Karen Deasy suggested that CDC develop a “questions and answers” document concerning the sale and consumption of raw milk.
- Report from Health Canada by Bob Scales
 - Bob has passed his dual language requirement. Congratulations/Felicitations!
 - A government with a Conservative Party majority is now in place
 - The general priorities are accountability, decreasing taxes, families and health care delivery
 - Health Canada:
 - Is attempting to reduce the backlog of drug approval requests
 - Has a new LIMS system
 - Has a new caffeinated beverage requirement dealing with registration, use, classification and advertising
 - Now requires exporters to be licensed and Canadian companies require the license before they will accept shipment
 - Found another cow positive for BSE in January, 2006 – no meat entered food chain
 - Pharmacy
 - Performing on-line consultation about a “food guide”
 - Regional plans, including business continuity plans, are being developed to deal with avian influenza
 - Oversight is being developed by a new Human Reproduction Agency to provide guidance on the numerous issues emerging in this area
 - There is some movement to allow for private medical providers in the Canada Health Act
 - Health Canada is reorganizing April 1. The focus is on greater regionalization of operations.
- FDA update by Richard Barnes
 - Dr. Von Eschenbach has been nominated to become the permanent Commissioner of the FDA.
 - FDA has been directed to reduce its workforce 180-200 FTE within the next 2 years due to budget problems. Travel also will be significantly curtailed. FDA will continue to provide trainers and speakers for national conferences, but not regional or local conferences.
 - The only portion of FDA’s budget that was not reduced was state contracts.
 - FDA’s Office of Regulatory Affairs (ORA) will undergo a transformation over the next few years due to competing priorities, staffing constraints, and fiscal realities
 - More of an audit role, particularly in the food arena
 - Greater prioritization (high risk more frequently/low risk – less)
 - More emphasis on imports, food defense, and food safety and defense
 - Work much more on a risk assessment and risk management basis
 - Make greater use of state data for risk management, planning, and enforcement
 - DFRS has gone from 38 FTE authorized to 21 FTE. Most staff moved to CFSAN. Faye Feldstein handles day-to-day issues for cooperative programs, but Richard is involved in policy issues. The core left at DFRS is public information and grants/contracts.
 - Manufactured Food Standards will be published in the federal register for comment soon.
 - The April 29 downlink on Food Defense was to be the first in a series. It makes the connection between food safety and food defense.
 - CFSAN will reduce its workforce by 69 FTE within the next 2 years.
 - Some CFSAN managers have taken a buy and must be off the payroll buy April 3; among them Lou Carson and John Kvenberg.
- CDC update by Karen Deasy
 - Food-related programs being cut by \$2 million
 - New center created: Zoonotic, Vector borne, and Enteric Disease
 - Coordinating point for foodborne disease
 - Karen provided lots of detail about the organization and reorganization resulting from creation of this new center.

- CSTE-driven Council to improve foodborne outbreak response.
 - This council will focus on gaps and promising practices
 - Repository of standard tools for outbreak response
 - Guidelines for multi jurisdictional outbreaks
 - Development of program evaluation indicators
 - Guideline for disease reporting and response
- CDC's annual disease trends article will be out within the next couple of weeks.
- CDC will have a representative on the CFP Board as well as each council.
- New money coming to CDC for pandemic flu prevention and response. Planning is targeting at both the agency and food industry.
- USDA update by Ralph Staffko
 - The budget is in bad shape.
 - The budget focus will be on outreach to small meat establishments
 - An ANPR is out proposing how the USDA will share retail distribution information for recalled product. As proposed, this rule would not affect sharing of wholesale distribution information. A state would still need to enter into an MOU with the USDA to gain access to wholesale distribution information.
 - An ANPR is out proposing to no longer limit the use of non-amenable species as a food ingredient.
 - Congress has removed funding for the inspection of equines
 - Creekstone want to perform BSE testing on 100% of animals. USDA is prohibiting because there is no scientific basis for testing at a 100% rate.
 - USDA will tighten up enforcement based on plant Salmonella testing. If the plant begins to detect positives, the USDA may intervene before a full sampling set is complete.
 - Dan Vitello is retiring next week.
- Training updates.
 - AFDO will be participating in joint training with IFT. Mike Govro will assist on food labeling training and Marion will participate in the IFT annual meeting on the subject of Food Defense Awareness.
 - Joe is looking for topics for the crisis management series. Topics suggested include:
 - Dietary supplements
 - Imports
 - Ethnic foods
 - Food transportation
 - May want to repeat same topic at two or more training sites
 - Seafood HACCP Alliance (information in Board packet)
 - Will deliver train-the-trainer every 2 years
 - Do states have enough trainers?
 - 4th edition of Fish Hazard Guide out in the Summer of 2006
 - Outstanding issues include: Clean up of trainer roster, issue trainer protocol reminder, trainers giving little advance notice when delivering course, encourage more segment 2 courses, sections on aquaculture and histamine production will be added, and trainer requalification.
 - AFDO will work with the International Association of Seafood Inspectors to identify a pool of potential international trainers.

Tuesday, April 28, 2006

- USDA-FSIS Notice 15-06 – Non-amenable Animal Tissues
 - This proposal removes ante-mortem and post-mortem requirements for non-amenable meat product serving as ingredients.
 - Dan Sowards participated via conference call
 - Texas Department of Health Services has sent a series of questions to USDA's Phil Derfler
 - Ralph explained that inspection refers to inspection by FSIS or state meat inspection program. "Approved source" is not a USDA requirement.
 - Dan Sowards will assemble questions that other states may have concerning this propose rule change.

- Senate Bill 3 – Drug Uniformity. This bill would preempt states from requiring non-uniform labeling on drugs. Labeling of drugs is critical because dose is so important. The Board will take no action, but will monitor the status of this legislation.
- Update of Draft MOU with the Conference for Food Protection (yellow insert in Board packet)
 - ACTION ITEM: Refer to the AFDO Retail Food Committee
 - Need to identify issues of interest to both organizations and insure coordination and joint participation
 - The key contact will be the committee chair.
 - Steve Steingart moved to approve the MOU as drafted – no second.
- AFDO publication policy
 - Other organizations allow download of a single page for personal use
 - Options: Allow download of a single page to members and/or charge for multiple pages or if person downloading is not a member to cover costs, or make all public information available
 - ACTION ITEM: Ralph assigned to research this issue
- Denise proposed dropping the T-1 line at the AFDO office and moving to a rental arrangement with Crystal Tech in Phoenix, AZ. Board approved.
- ACTION ITEM: NFPDC Sub/Steering Committee appointed by President Aller
 - ACTION ITEM: Develop a video for the annual conference.
 - Need 2 videos. Are there any in-house production capabilities in any agencies?
 - What are the possibilities of having the Endowment Foundation fund video production?
 - Need to expand contact and sales group. Bill is the sole contact now.
 - Members appointed are: Bill Krueger, Marion Aller, Denise Rooney, Joe Corby, Ellen Laymon, Denis Blank, Jim Austin, Jerry Wojtala, and Doug Saunders
 - ACTION ITEM: Ellen to demo and discuss FoodSHIELD at the CFP
- ACTION ITEM: Committee to propose a revised AFDO mission and name and an implementation plan was appointed by President Aller.
 - ACTION ITEM: Members appointed are: Jerry Wojtala, Steve Steinhoff, Doug Saunders, Joe Corby, Denise Rooney, and Charlene Bruce.

The meeting adjourned at approximately 11:30 am

Pre-Conference Meeting

June 16, 2006

Albany, NY

Present: President Marion Aller, Richard Barnes*, Charlene Bruce, Claudia Coles, Joe Corby, Karen Deasy*, Bill Krueger, Ellen Laymon, Denise Rooney, Doug Saunders, Robert Scales*, Cameron Smoak, Dan Sowards, Steve Steingart, Steve Steinhoff, Alan Taylor, Joyce Welch, Jerry Wojtala

* These advisors were present for all discussions except the proposed National Uniformity for Food Act

- **Call to order – Marion Aller**
 - President Aller convened the meeting at 2:20 pm.
- **Approval of the 2006 Spring Board Minutes**
 - The minutes of the Spring 2006 AFDO Board of Directors meeting were approved as written.
- **2006 AFDO Educational Conference – Steve Steingart and Denise**
 - Steve Steingart reported:
 - Presenters for the general and food sections have been confirmed.
 - William Zinnakis will present “Vulnerability Assessments in the Agricultural Sector” in place of Megan Coward.
 - Denise Rooney reported:
 - 40 1st time attendees
 - 80 Food Defense Workshop registrants
 - 230 Conference registrants
 - 20 spouses
 - 75 speakers
 - AFDO used the FDA small conference grant to bring in representatives from 22 states plus 1 each from Puerto Rico and Guam.
 - At the opening session of the Conference, Gary German will present seafood level 2 certification to the first state person to attain this certification, and Richard Barnes will present a leveraging award to the workgroup that developed manufactured foods program performance standards
- **Grants – Jim Austin**
 - The Food Code contract will be extended for 1 more year at the rate of \$24,999.
 - The Meat and Poultry grant expires on August 31, 2006. This grant is being done in partnership with the University of Utah. The University is converting AFDO’s Meat and Poultry course into an on-line format. The course will be hosted on the AFDO website. Access will be free; however, if the person taking the course wants an AFDO course completion certificate, AFDO may charge for direct costs. AFDO may wish to consider converting other guidelines with CEU’s to an on-line format.
 - The Listeria grant with Penn State University expires on August 31, 2006. The balance of funds remaining in this grant are being used to produce DVDs in English and Spanish. AFDO will promote the distribution and use of this DVD on prevention and control of food contamination by *Listeria monocytogenes*.
 - AFDO has been submitted as a partner in 2 other grant submissions
 - NIFSI grant with Mike Doyle at the University of Georgia
 - Ethnic foods grant with Bob Gravani at Cornell University
 - No awards have been made at this time, but the chances do not look good.
 - Grant via the University of Minnesota (U of M), Department of Homeland Security (DHS) Center of Excellence for FoodSHIELD – Jim Austin and Bill Krueger
 - Lab DIR and Food DIR have been folded under the umbrella of FoodSHIELD.
 - A promotional brochure has been developed and printed to assist as we seek ongoing funding for this system.
 - The milestones set in the subcontract with the U of M are:
 - By 8/31/06 80% of the laboratory profiles and profiles for (4) state food regulatory programs will be entered
 - By 8/31/07 profile data from an additional 21 state food programs will be added
 - By 8/31/08 profile data from an additional 10 state food programs will be added.
 - At this point food programs from all 50 states will be profiled.
 - Next year’s dollars under this grant are \$164,000. The board discussions covered allocation of these funds and the need for ongoing development and implementation.

- Continued funding for the FoodSHIELD system is critical. Initial estimates are 1.5 million per year. A champion or champions are needed (e.g., CDC, FDA, USDA). These champions may or may not also be funding sources. The champion needs to be an advocate for the value and potential in FoodSHIELD as well as an advocate for funding in their shop and elsewhere whenever the opportunities present themselves
 - We hope that DHS will view FoodSHIELD as an extension of its efforts with the University of Minnesota's Center for Excellence. The potential impact for AFDO is that our visibility will be lower and funding will continue to be dependent on MOUs or subcontracts with the U of M.
 - U of M's status will be reviewed by the DHS in August. It would be helpful to have federal agencies provide testimonials to DHS about the value and potential of FoodSHIELD. Association and industry support also will be valuable and important.
 - This project is off to a great start (e.g. labs in system, food profiles being completed ahead of schedule, many group see the system's potential), but funding is needed to finish developing and implementing FoodSHIELD and critical for ongoing maintenance of the system. For example, the system needs to meet DHS requirements for security and redundancy.
- **National Uniformity for Food Legislation – Marion Aller**
 - The Board had a lengthy discussion of the status of current legislation and AFDO's potential next steps in raising concerns about this legislation, the potential for a Senate hearing, and efforts to get NASDA up to speed on the content and impact of S. 3128.
- **Council to Improve Foodborne Outbreak Response (CIFOR) – Karen Deasy**
 - AFDO not officially represented initially but now is by Ernie Julian
 - The Council is a place to share information about what's useful and needed best practices.....
 - Attempting to develop improved procedures for follow up of foodborne outbreaks and hope to have a guideline completed by 2007-2008.
- **Training – Dan Sowards**
 - Food recall workshops presented in Baltimore and at WAFDO were both successful from a delivery and value perspective. Both courses made money.
 - Dan requested the Board's input on potential future courses that fit in AFDO's mission and expertise, and can generate significant revenue. Dan and Joe Corby have discussed. They can identify valuable topics, but none that have potential to generate significant revenue.
 - Need to identify topics targeted toward regulated industry. The difficulty in this arena is that industry interest peaks only when a new regulation is about to be implemented.
 - Potential training workshops discussed were:
 - Management of foods or food ingredients containing allergens. This one would be done as a pre-conference workshop at the AFDO Annual Educational Conference in 2007. The Board agreed to wait to see how the allergen presentation at this 2006 conference goes before making further plans.
 - Requirements of the FDA Food Transportation Act
- **Resolution – Raw Milk**
 - The resolution regarding the sale and consumption of raw milk was passed after much discussion about the resolution development, submission, and amendment process.
- **Memorandum of Understanding with the Conference for Food Protection**
 - Discussion deferred until the Board's June 21, 2006 meeting.

END OF JUNE 16 MINUTES

By Steve Steinhoff

Business Meeting
June 21, 2006
Albany, NY

President **Marion Aller** called the meeting to order.

Election results were announced.

- Jerry Wojtala is the Vice President.
- Guy Delius is Director at Large.
- Ellen Laymon as the Secretary/Treasurer.

Steve Steingart moved that the **minutes** from last year's Annual meeting be accepted as written, Ellen Laymon seconded, motion carried.

Steve Steinhoff

- Presented the Treasurer's report. See June 21, 2006 report for details.
- FoodSHIELD was briefly discussed.
- A balanced budget has been prepared for 2006/2007 which will be presented at the June 21st Board of Director's meeting.
- Silent Auction netted \$2,913.00 for the scholarship fund.
- Thanks to Denise Rooney for her help in preparing budget information.

There was **one resolution** this year dealing with raw milk. This year's resolution was slightly different than last year's resolution. Doug Saunders moved that we adopt the resolution, Joe Corby seconded, motion carried.

A call was made for any **additional resolutions**. No action.

A call was made for any other **old business**. No action.

A call was made for any **new business**. No action.

After a **reflective moment** by President Aller on how she had enjoyed the past year as President of AFDO, she **passed the gavel** to incoming President Charlene Bruce.

Incoming **President Bruce** addressed the meeting attendees. She **outlined her three goals** for the upcoming year as President of AFDO.

- Uniformity - She is hoping to resolve the differences and put the issue to rest.
- Food SHIELD - an opportunity to increase our food defense strategy, reminding us that we are only as strong as our weakest link.
- Virtual Access - another unique opportunity for AFDO to provide training and resources.

Meeting adjourned at 11:20 AM

FINANCIAL REPORT

Association of Food and Drug Officials
Balance Sheet as of June 30, 2007

ASSETS**Current Assets****Checking/Savings**

1001 · CONFERENCE	107,001.13
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1010 · GENERAL	49,700.49
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1030 · GEN FUND RES - CASH MGMT	59,783.71
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1040 · GEN FUND RES - STRAT PORT

1041 · General Fund Strat Reserve-Cost	83,854.08
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1042 · Unrealized Gain Loss on Fund	<u>477.76</u>
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Total 1040 · GEN FUND RES - STRAT PORT	84,331.84
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1070 · SCHOLARSHIP

1071 · Unrealized Gain Loss on Invest	-365.57
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1072 · Scholarship - Cost	<u>47,985.53</u>
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Total 1070 · SCHOLARSHIP	<u>47,619.96</u>
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Total Checking/Savings	<u>348,437.13</u>
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Total Current Assets	348,437.13
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Fixed Assets

1701 · Office Equipment	63,288.69
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1710 · Accumulated Depreciation	<u>-51,791.20</u>
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Total Fixed Assets	<u>11,497.49</u>
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TOTAL ASSETS	<u><u>359,934.62</u></u>
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LIABILITIES & EQUITY**Liabilities****Current Liabilities****Other Current Liabilities**

2100 · Payroll Liabilities	<u>1.20</u>
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Total Other Current Liabilities	<u>1.20</u>
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Total Current Liabilities	<u>1.20</u>
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Total Liabilities	1.20
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Equity

3900 · Net Assets	293,177.34
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Net Income	<u>66,756.08</u>
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Total Equity	<u>359,933.42</u>
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TOTAL LIABILITIES & EQUITY	<u><u>359,934.62</u></u>
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Note: Conference income is received prior to June 30; expenses are recorded and paid in the next fiscal year.

**2005-2006 FINAL COMMITTEE REPORTS and
2006-2007 COMMITTEE CHARGES**

The 2005-2006 Final Committee Reports and new committee charges can be viewed on the AFDO web site's [Committee Pages](#).

PRESENTATION OF ASSOCIATION AWARDS

The 2007 winner of the prestigious Wiley Award was **Gene Blake** of the City of Concord, New Hampshire. The Harvey Wiley Award is presented annually to an AFDO member who has demonstrated, through the performance of duties, outstanding service and devotion to the administration of food, drug, and consumer protection laws of our country.

The award is named in honor of Dr. Harvey Washington Wiley, Chief of the Bureau of Chemistry of the USDA in the early 1900s. Dr. Wiley's contribution to science and consumer protection coupled with his progressive advocacy for change and reform of food and drug regulations culminated in the passage of the Pure Food and Drug Act of 1906.

The Associate Member Award was presented to **Bob Garfield**, Sr. Vice President, Regulatory & Industry Affairs, American Frozen Foods Institute (AFFI) in McLean, VA, for her long-term active membership in the Association, active involvement in committee work, development of model codes, and his tireless promotion of the objectives of AFDO.

This year's Achievement Award was presented to **Rupa Laverdiere**, Food Safety Coordinator with the New Hampshire Division of Public Health Services. The award was presented for her sustained level of performance.

The George M. Burditt and the Betsy B. Woodward Scholarship Awards (each for \$1,500) were awarded to two deserving candidates. The first award went to **Caitlin Hickey**, who is attending the University of Maryland in College Park, Maryland.

Our second award went to **Angela Wintle**, who is attending the University of Maine in Orono, Maine.

Committee Award Recipients:

- **John Tilden** received an AFDO Committee Award in recognition of his exceptional performance and outstanding contributions as leader of the AFDO Food Protection and Defense Committee's working group on State Food Emergency Response Plans.
- **Richard Silverman** received an AFDO Committee Award in recognition of his exceptional performance and outstanding contributions to the AFDO Laws & Regulations Committee.

Special Recognition Award Recipients:

- **Cynthia Culmo** received a Special Recognition Award for her outstanding efforts in the development of the Drugs and Devices breakout session program at the 2007 AFDO Annual Educational Conference.
- **Dennis Baker** received a Special Recognition Award for his outstanding efforts in the development of the Drugs and Devices breakout session program at the 2007 AFDO Annual Educational Conference.
- **Ballard Graham** received a Special Recognition Award for his outstanding efforts in the development of the Drugs and Devices breakout session program at the 2007 AFDO Annual Educational Conference.
- **Larry Eils** received a Special Recognition Award in grateful recognition of his outstanding dedication, ongoing commitment and assistance to AFDO each year in the coordination of its' Annual Associate Reception.
- **Dan Sowards** received a Special Recognition Award for his outstanding assistance and support of the local arrangements for the 2007 AFDO Annual Educational Conference.
- **Mike Rooney** received a Special Recognition Award for his outstanding and ongoing assistance and technical support of the AFDO Annual Educational Conferences.
- **Wendy Campbell** received a Special Recognition Award for her outstanding support and contributions as a FoodSHIELD Volunteer.
- **Siobhan Kent** received a Special Recognition Award for her outstanding support and contributions as a FoodSHIELD Volunteer.

AFDO Endowment Foundation Award

The AFDO Endowment Foundation Board of Trustees has created an award to be given annually for service to the Foundation. The award was given to Dan Smyly, Director CSDs, NCBs & State Relations of the Coca Cola Company at the annual conference in San Antonio, TX on Sunday, June 17, 2007.

Congratulations to all the winners for their well-deserved awards.