

# Committee Minutes

## **Food Protection Trends Management Committee**

**Members Present:** Jinru Chen (Chairperson), Maria Teresa Destro, Richelle Beverly, Michelle Danyluk, Wendy Warren-Serna (on behalf of Gina Bellinger), Peter Bodnaruk, Montserrat Iturriaga, Maria Nazarowec-White, Peter Taormina, LeeAnne Jackson, Charles Otto and Kathleen Rajkowski.

**Visitors Present:** Leon Gorris, Richard Whiting, Christine Bruhn, Mariza Landgraf, David Golden, Doug Powell and Larry Beuchat.

**Board and Staff Members Present:** Stan Bailey, Frank Yiannas, Gary Acuff, Vickie Lewandowski, Lee-Ann Jaykus, Donna Bahun and Lisa Hovey.

**Meeting Called to Order:** 2:02 p.m.

**Recording Secretary of Minutes:** Michelle Danyluk.

**Old Business:** Jinru Chen welcomed everyone, introduced the five new Committee Members, and acknowledged Donna Bahun, the production editor, and the five departing members including the departing chairperson, Dr. David Golden for their dedications to the journal. Julian Cox was elected as the vice chairperson of the committee. No additions or modifications to the agenda were offered. Frank Yiannas gave a brief update on the progress of the association, including membership, *JFP* and *FPT* submission rates, Web site, affiliates, annual meeting, foundation contributions, student activities, European symposia, and rapid response symposium. David Tharp gave a further update on the European symposium. He noted that the association is doing very well financially, and it is in the 4th year with positive funds. Copies of the Antitrust Guidelines were distributed. Minutes of the 2006 meeting were approved without change. Donna Bahun reported that the up-to-date number of submissions in 2007 has increased to 24 manuscripts, 2 of which were rejected.

**New Business: *FPT* Cover Pictures:** A sample of the new *FPT* cover was shown. Stan Bailey indicated that if the 3 pictures on the cover were changed monthly, a total of 36 pictures would be required for the 2008 issues of the journal. Due to the lack of pictures in the current picture library, perhaps 3 pictures should be selected and used without alternation for at least one year. Meanwhile, additional pictures will be collected from various sources. Christine Bruhn suggested the possibility of buying pictures from the World Wide Web. David Golden believed that the best pictures could come from interested members who read the journals. Questions were raised on whether the pictures on the cover should relate to the articles inside the journal. Donna Bahun

addressed the urgent need of finding three pictures to publish in January, 2008. Doug Powell suggested that one of the cover pictures should reflect “retail”. The copyright issues of pictures were addressed. The possibility of asking IAFP members to submit pictures to the library was suggested. Maria Nazarowec-White suggested that each member of the *FPT* Management Committee submit three pictures prior to the next annual meeting. It was proposed that the contributing authors submit a picture that reflects the content of their manuscript. The required picture submission will be included, and the quality of the picture will be defined, in the revised instruction to the authors.

**Technical Editors:** Ed Zottola, whose term is ending in December, 2007, has requested to be renewed for a 2-year term as a technical editor. The committee recommends appointing a new technical editor with a 4-year term. The committee also recommends appointing an alternate technical editor. The addition of an alternate editor is deemed essential in the event that the primary editor is unavailable.

**Instructions to Authors:** Michelle Danyluk brought up problems with the current instructions to authors, particularly the instructions for table and figure formats, online submission, and continuous line numbering requirements. Jinru Chen appointed Michelle Danyluk, Richelle Beverly, and LeeAnne Jackson to form a sub-committee to address this issue, pending board approval.

**Publications in *FPT*:** Doug Powell asked if there are any comments over the new format of the “Thoughts on Food Safety” piece ran on the back page of *FPT*. The format is acceptable to the committee members. Doug indicated that more topics and contributors are needed for the Back Page opinion piece.

The possibility of publishing white papers in *FPT* was discussed. Peer-reviewed and fast-track peer reviewed manuscripts were defined. The committee agreed that opinion articles should be put in a separate category from peer-reviewed manuscripts.

Christine Bruhn has submitted a manuscript that is currently at galley stage. The manuscript has, however, not gone through the peer-review process. The committee recommends that an executive board’s action be taken in the absence of Ed Zottola so that the manuscript can be handled in a timely manner.

**Old Research Articles from *DFES*:** Christine Bruhn would like older articles from *DFES* to be available online. Donna Bahun responded that all articles that are available using her current software are available Online. The possibility of scanning in older articles was discussed, as has been done with the articles in *JFP*.

### Recommendations to Executive Board:

1. The three *FPT* cover pictures stay the same in 2008, and a picture library will be generated by soliciting pictures from authors, committee members, and general members, or through purchasing from commercial sources for potential use in the future.
2. The executive board assigns reviewers for the manuscript submitted by Christine Bruhn et al., in the absence of Ed Zottola, so that the manuscript can appear as a peer-reviewed article in *FPT*.
3. The appointment of a new Scientific Editor for a 4-year term.
4. The appointment of an alternate Scientific Editor.
5. The instructions to authors for *FPT* are reviewed and revised. The committee has appointed a subcommittee to review and revise these instructions pending board approval. The subcommittee includes Michelle Danyluk, Richelle Beverly and LeeAnne Jackson.
6. The older *DFES* research articles are scanned and made available electronically, as many of these articles have very limited availability.

**Next Meeting Date:** August 3, 2008.

**Meeting Adjourned:** 3:58 p.m.

**Chairperson:** Jinru Chen.

### Journal of Food Protection Management Committee

**Members Present:** Maria Teresa Destro (Chairperson), John Bassett, Kathryn Boor, Scott Burnett, Faye Feldstein, Judy Greig, Mark Harrison, Loralyn Ledenbach, Kathleen O'Donnell, Joseph Odumeru, Tina Pedroso, P.C. Vasavada, Michael Davidson, Joe Frank, Elliot Ryser and John Sofos.

**Board and Staff Members Present:** Frank Yiannas, Gary Acuff, Stan Bailey, Lee-Ann Jaykus, David Tharp, Lisa Hovey, Tamara Ford and Didi Loynachan.

**Visitors Present:** Larry Beuchat and Payton Prueett.

**Meeting Called to Order:** 10:05 a.m.

**Recording Secretary of Minutes:** Lori Ledenbach.

**Old Business:** The agenda was reviewed and approved. The minutes from the 2006 meeting were reviewed and approved.

**New Business:** Report from the IAFP President, Frank Yiannas: Frank reported that IAFP membership had an increase of 10%, perhaps due to the new fee structure that was put in place with a less expensive base membership fee. IAFP currently has 3,214 members, 23 gold and silver sustaining members (up from 18 last year) of which 15 are gold sustaining members (up from 8 last year). There will be a new design for the *FPT* cover, and all *FPT* issues from 2000 to the present are online. There is a new affiliate this year from Australia, and several other new affiliates are being worked on.

Attendance this year should set a new record, close to 2,000. All exhibit booths are sold, and sponsorships are up. There is almost \$606,000 in the Foundation Fund. The 2nd European symposium was held last fall, and the 3rd one will be in Rome in October this year. IAFP also held a Rapid Response Symposium on the safety of leafy greens 3 weeks after the spinach outbreak and it was well attended.

**Report from the IAFP Office:** David Tharp provided an update of activities for the last year. There will be IAFP sponsored programs in China and in Europe this year and Brazil in 2008. The general fund has shown an increase as of August, 2006 of \$75,000, to a total of \$578,000. The goal is to have approximately double this amount in the fund.

**Report from the Scientific Editors:** Joe Frank presented the report from the scientific editors, Mike Davidson, Joe Frank, John Sofos, and Elliot Ryser. They reported that volume 69 of *JFP* (2006) contained 3,100 pages and 430 articles, including 421 research papers, and 9 review and general interest papers. This compares to volume 68 (2005), which contained 2,768 pages and 393 reports. The length of time between receipt of manuscripts and publication was reduced to an average of 8.1 months, probably facilitated by the manuscript handling system. Researchers from countries other than the US authored 54.7% of the articles in volume 69, representing 41 countries. The Editorial Board has 148 members, and two members sadly passed away – Dr. Sue Hefle and Dr. William Fett. Volume 70 (2007) contains 1,780 pages in the first seven months, compared to 1,764 for the same time period in 2006, and contains 248 papers, the same number as volume 69. Six fewer manuscripts were submitted for publication in 2006 (659) than in 2005 (665), and as of June 15, 2007, 322 manuscripts have been submitted in 2007 compared to 324 at the same time last year in 2006. These numbers indicate consistent numbers of submissions over the past 3 years. The estimated number of issues waiting to be published is currently 1.78 compared to 2.21 in July 2006, which is considered a desirable backlog for the journal.

A concern was raised that this leveling off of submissions may be related to page charges, and we will continue to watch this issue.

**Report from Administrative Editor:** Tamara Ford reported that 100% of journal submissions are online, and that issues of *JFP* from 1994 to the present are now online as well. As of June 22, 2007, *JFP* had 763 print subscribers and 159 online subscribers. There were two articles from the National Advisory Committee on Microbial Criteria for Foods published in the January issue and three foodworker articles from the Committee on Control of Foodborne Illness will be published in July, August and September.

**Old Business:** *FPT* and *JFP* now contain ads for reasons to publish in *JFP*, and these are also listed on the IAFP Web site. The board approved our recommendations to

include information on ComBase in letters to authors whose submissions have been accepted for publication, as well as redefining the definition of previously published to accommodate public access requirements.

**New Business:** The question was raised as to whether there is a goal or plan regarding what is the desirable number of papers we want to have published in *JFP* each year. John Sofos replied that the current priority is to the speed of publication, rather than the number of submissions. The board had decided last year that until the page charges appear to become a real issue, they will not be discontinued, since they represent a considerable source of income. Discussion ensued regarding the issues of continuing access and the fact that younger academics usually do not have sufficient budgets to pay for page charges, so they will go to another journal that is free instead. Gary Acuff proposed that a sub-committee be formed to stay on top of this issue and develop a "Plan B" for sources of funding to be ready in case the page charges do eventually lower the number of submissions to an undesirable level and need to be eliminated. A motion was approved to form this subcommittee, with Elliot Ryser as chair with John Bassett and Larry Beuchat as members.

Faye Feldstein proposed that a marketing plan be developed to study *JFP* and IAFP access to "middle-level" sectors of international markets (not the most educated nor the poorest). This plan would determine what is currently available to these markets, where the gaps are, and what these sectors want in a professional organization and journals.

The motion was approved to keep John Sofos as a scientific editor for another 4 years.

**Recommendations to Executive Board:**

1. Develop a marketing plan for IAFP in general and *JFP* specifically for developing international sectors.
2. Reappoint John Sofos as Scientific Editor for another 4-year term.

**Next Meeting Date:** August 3, 2008.

**Meeting Adjourned:** 11:15 a.m.

**Chairperson:** Maria Teresa Destro.

### Program Committee

**Members Present:** Emilio Esteban, Linda Harris, Kalmia Kniel, Alejandro Mazzota, Susan McKnight, Indaue Mello-Hall, Randall Phebus, Donald Schaffner, Gloria Swick-Brown and Mary Lou Tortorello.

**Members Absent:** Joan Menke-Schaenzer and Pascal Delaquis.

**Board Members and Staff Present:** Gary Acuff, Stan Bailey, David Tharp, Lisa Hovey and Tamara Ford.

**Meeting Called to Order:** 7:00 a.m.

**Recording Secretary of Minutes:** Emilio Esteban.

**Summary of Activities and Actions Taken:**

Lee-Ann Jaykus and Don Zink will be leaving the Committee at the conclusion of IAFP 2007. On behalf of the Program Committee, we want to thank them for their contributions during their term. Their efforts were, in part, responsible for the successful programs presented at the Annual Meetings, and we truly appreciate all their hard work and dedication.

New members who join the Committee this year are Kalmia Kniel and Mary Lou Tortorello. Indaue Mello-Hall will serve as Vice Chairperson for IAFP 2008 and will become Chairperson for IAFP 2009 in Grapevine, Texas.

The Committee served as a forum for groups wishing to present symposia and workshop proposals for IAFP 2008. At the Wednesday committee meeting, 56 symposia and 6 workshop proposals were submitted. Further review of all symposia will be made during the Thursday meeting.

**Recommendations to Executive Board:** None.

**Next Meeting Date:** February 15–16, 2008.

**Chairperson:** Emilio Esteban.

### 3-A Committee on Sanitary Procedures

**Members Present:** Ronald Schmidt, Philip S. Wolff and Stephen Sims (advisor).

**Members Absent:** Don Wilding (Chair), Sherry Roberts, Randy Elsberry, Thomas L. Ford, William E. Fredericks, Jr., Glenn A. Goldschmidt, T. Gary Newton, John A. Partridge, Stephen E. Pierson, Charles Price, John E. Ringsrud, Joel Stangelund and Lynn A. Wilcott.

**Guests Present:** Dan Erickson, Dennis Gaalswyk and Allen Sayler.

**Board Members/Staff Present:** Vickie Lewandowski.

**Meeting Called to Order:** 10:01 a.m. (by Ronald H. Schmidt, Acting Chair).

**Recording Secretary of Minutes:** Ronald H. Schmidt, by default.

**Old Business:** A report from 2007 3-A Meeting (Milwaukee, WI in May) was jointly presented by those who attended that meeting. A report on 2007 3-A standards activities submitted by Don Wilding, CSP chair, was presented. During the last year, eight documents have made it to publication stage but this total includes complete revisions as well as proposals which changed only a portion of the document. These include: 53-03 Compression Valves, 21-01 Centrifugal Separators, 23-05 Equipment for Packaging Viscous Product, 26-05 Dry Product Sifters, 88-00 Machine Leveling Feet, 11-09 Plate Heat Exchangers, 20-28 Plastics, 84-02 and 84-03 Personnel Access Ports. Three documents were withdrawn including: 43-Wet collectors for dry product, 55-Boot Seal Valves, 66-Caged Ball Valves.

Two additional documents are awaiting consensus body ballot including: 610- Crossflow Membranes, 29-03 Air Eliminators. It was noted that the number of standards approved in 2007 is actually lower than what was reported under the old approval system in years past. Possible reasons for this were discussed. This led to a general discussion regarding the consensus approval system and the role of CSP in 3-A and in IAFP (see below).

**2007 Symposium Proposal:** Schmidt reported that the 2007 Symposium proposal on sanitary design and sanitation of tankers (developed by Schmidt and DeLisi) had been rejected by the program committee (PC). He noted that PC had made strong suggestions that it should be broadened to include other commodities (such as fresh produce), and noted that he had considerable problems identifying speakers in these areas. Perhaps, the reason for the rejection was that it was viewed as incomplete.

**New Business:** 3-A Sanitary Standards, Inc. (3-A SSI): Schmidt reported on the user group survey that has been conducted on behalf of 3-A SSI. The intent of the survey was to determine the perceived value of 3-A standards by the dairy and food processing industry. Data from this survey are currently under evaluation and will be used to develop a marketing plan for 3-A SSI. It was further reported that a survey of the regulatory community is being contemplated. Sims agreed to bring this up for input on the next CSP conference call to provide information of important issues and topics for such a survey.

**CSP Membership Issues:** The declining membership by state regulatory personnel in CSP and the standards writing process was discussed. Regulatory sanitarians have expressed concerns of being spread too thin in working groups. It was suggested that possible reasons for declining participation are complexly related to budgetary constraints and lack of support by state regulatory administrators. The importance of buy-in by these state regulatory administrators was discussed. It was suggested that a 3-A survey, if done, should target this stakeholder group. As a solution to the low participation by CSP in standards writing, the 3-A Steering Committee Chairperson has suggested that, perhaps, CSP could be broadened in membership to include industry quality control personnel. This concept was discussed at great length, and there was a strong indication that the sanitarians active in the 3-A standards writing process should be regulatory sanitarians.

**Role of CSP:** Finally, the role of CSP in IAFP and how it can be enhanced was further discussed. An important role of CSP is their involvement in the 3-A standards and practices writing process. However, there may be additional projects that the committee can undertake of more general interest to the IAFP membership. Board member Lewandowski suggested that, perhaps, this group

should develop Webinars and other projects. Saylor suggested that a power point packet could be developed on 3-A and sanitary design to be used by IAFP affiliates at their meetings. Schmidt appointed a committee to look into this.

**Symposium for the 2008 IAFP Meeting:** It was decided that CSP would re-think and re-submit a symposium on Tanker Sanitation for the 2008 meeting and to seek collaboration with the Dairy Quality and Safety PDG.

**IAFP White Paper and/or Position Statement on the Risks of Raw Milk Consumption:** Schmidt reported that the Dairy Quality and Safety PDG had decided at the 2006 meeting to develop a position statement on Milk Pasteurization and the Risks of Raw Milk Consumption. Schmidt and P. Michael Davidson, UT, have finished a draft of this paper. Schmidt reported that he would be presenting it to Dairy Quality and Safety PDG at their meeting.

#### **Recommendations to Executive Board:**

1. 3-A CSP supports and endorses the white paper on raw milk written by Dairy Quality and Safety PDG and further, to request that the IAFP Board accept it as an IAFP Position on the topic.
2. The committee further asks for continued board support in all things great and small.

Schmidt would give a report at the Committee Chairs' Breakfast.

**Next Meeting Dates:** The CSP will meet via monthly conference calls, at the 2008 3-A Sanitary Standards meeting, Milwaukee, WI, and at the IAFP 2008, Columbus, OH.

**Meeting Adjourned:** 11:52 a.m.

**Acting Chairperson:** Ronald Schmidt.

### **Audiovisual Library Committee**

**Members Present:** Judy Harrison, Warren Clark, Bob Sanders, Dorothy Wrigley and Xiangwu Nou.

**Staff Present:** Lisa Hovey and Leilani McDonald.

**Meeting Called to Order:** 1:10 p.m.

**Recording Secretary of Minutes:** Judy Harrison.

**Old Business:** Minutes from the previous meeting were reviewed. During the year, an announcement was sent out on the IFT listserv to ask people to let us know about materials to include in the IAFP Audiovisual Library. No responses were obtained. Only three new acquisitions were added this year. The budget was increased by \$500 last year. This money was added to the postage and shipping category. Lani will check to see if Nancy was able to archive resources that had not been requested for three years before she left in October.

**New Business:** The committee would like to find out if the DVD format is more popular than videos. We requested that a column be added to the Usage Report for next year that shows the format of the resource (video, DVD, etc.) Lisa Hovey mentioned that the videos hold up much better than DVDs. She also mentioned that some people still join IAFP because of the AV Library. The IAFP staff will look into developing a short survey that can be sent by email to people who have used the library in the past but are not currently using it to see why they have stopped. The survey could be sent to others to determine how the library could be more useful to members. The committee requested that next year's budget page show us actual expenditures for the year, as well as the budget for the coming year. Lani will e-mail this information to the committee for the 2006-2007 budget year. Four resources were reviewed this year. Although a negative comment was noted, the committee examined the number of times the resource was requested and decided to leave it in the library unless additional negative comments were received. There was a suggestion that the IAFP staff look into a way to make Powerpoint presentations that members are willing to share for training purposes available via the Web.

**Recommendations to Executive Board:** None.

**Next Meeting Date:** August 3, 2008.

**Chairperson:** Judy A. Harrison.

### **Committee on Control of Foodborne Illness**

**Members Present:** Ewen Todd (Chairperson), Judy Greig, Christopher Griffith, Jack Guzewich, Elizabeth Hillyer, Sophia Kathariou, Barry Michaels, Maria Nazarowec-White, Thilde Peterson and Agnes Tan.

**New Members Present:** Jim Knighton, Sherri McGarry and Caroline Smith DeWaal.

**Visitors Present:** Richard Sprenger, Tom Schwarz and David Park.

**Meeting Called to Order:** 8:05 a.m.

**Recording Secretary of Minutes:** Judy D. Greig.

#### **Old Business:**

1. Symposia for 2007 discussed and preparations completed. The description of the "mystery event" was given by Thilde Peterson and the role of the Committee as welcomers and thankers. An assessment of the event will be available after Tuesday. Committee members were involved in four other symposia or roundtables.
2. A new revision of the 1999 5th edition of the *Procedures to Investigation of Foodborne Illness* manual was published. However, a new edition will be prepared by the Sub-committee led by Jack Guzewich, Agnes Tan and Sherri McGarry to review other

documents and decide what changes are needed. A link with the WHO manual should be pursued and evaluated.

3. Three food worker papers will be published in the July, August and September issues of *JFP*. Two more food worker papers on hygiene and control are in progress — manuscripts to be completed by the end of 2008. Current authors: Ewen Todd, Judy Greig, Barry Michaels and Bert Bartleson.
4. There were 200 attendees in the interactive mystery sessions with very positive feedback.

#### **New Business: Symposia for 2008:**

1. Interactive round table on decision-making leading to attribution and food recall when there is limited information.
2. A sequel to the "mystery outbreak".
3. Ecological issues and food safety: leaving a small footprint on the table.
4. Issues with food service management and the spread of infectious disease (with Virus and Parasite PDG).
5. Imported foods – what are the risks?
6. Minimizing risk through corporate culture.
7. Detection and managing food contamination – some new and debatable issues (with Retail PDG).
8. Effects of climate change on food safety and security.

The listserv and conference calls will be continued in 2008 as required.

#### **Recommendations to Executive Board:**

1. We recommend that the 6th edition of the *Procedures to Investigate Foodborne Illness* manual be initiated, including evaluation of other material such as the WHO manual. This would include the use of a combination of audit methods and forensic investigations.
2. We seek input on revision of other manuals (water, vectorborne and HACCP) or new areas that the Board has thoughts about. One thought was a guidance document for the retail trade.
3. The committee wants to explore management culture affecting food safety.
4. The committee wants to explore the link between traceability and surveillance to reduce foodborne illness.

**Next Meeting Date:** August 3-6, 2008 and throughout the year.

**Meeting Adjourned:** 9:50 p.m. on July 10, 2007.

**Chairperson:** Ewen Todd.

### **Constitution and Bylaws Committee**

**Members Present:** Randy Daggs, Steve Murphy, Michael Brodsky and Bob Sanders.

**Board and Staff Present:** Lee-Ann Jaykus and David Tharp.

**Visitors Present:** David Fry.

**Meeting Called to Order:** 11:00 a.m.

**Recording Secretary of Minutes:** Steve Murphy.

**Old Business:** 2006 Minutes were presented. Michael Brodsky made a motion to approve them as written, which was seconded by Bob Sanders. They were approved unanimously.

**New Business:** Long-term members of the committee, Charlie Price and Ron Case, resigned from the committee prior to the annual meeting. David Fry resigned from the committee last year. The committee members acknowledged their long time service to the committee and expressed appreciation for their years of dedication. The committee discussed that new members were needed and reviewed the process of doing so. The current Bylaws indicate that appointments are for 2-year, renewable terms that may be renewed indefinitely. David Tharp clarified the renewal process. New members to recommend for appointment were discussed. The following individuals were recommended: Ann Draughon, Jenny Scott, Kathy Glass, Paul Hall and Bob Gravani.

**Recommendations to Executive Board:**

1. The committee recommends the following new members for the C&B Committee: Ann Draughon, Jenny Scott, Kathy Glass, Paul Hall and Bob Gravani.
2. The committee recommends that current Chair Randy Daggs and Vice Chair Steve Murphy be reappointed.

**Next Meeting Date:** August 3, 2008.

**Meeting Adjourned:** 11:56 a.m.

**Chairperson:** Randy Daggs.

### Foundation Fund Committee

**Members Present:** Gale Prince, Don Zink, Gary Acuff, Stan Bailey, Roger Cook, Bob Gravani, Bob Marshall, Susan Sumner, Fred Weber, Wilbur Feagan and Paul Hall.

**Visitors Present:** Jenny Scott and Ed Donnell.

**Board and Staff Present:** Frank Yiannas, Jeff Farber, David Tharp and Lisa Hovey.

**Meeting Called to Order:** 3:07 p.m.

**Recording Secretary of Minutes:** Don Zink.

**Old Business:** The committee approved the minutes from the last meeting after changing the spelling of one word. Discussed was the outcome of the breakfast meeting in Calgary and the need to find unique ways to recognize major contributors to the Foundation Fund that would not be confused with IAFP Sustaining Member supporter recognition. Also, discussed was the need for training in how to approach and develop major corporate donors. A "Recognition Sub-Committee" was established with Paul Hall, Roger Cook and Fred Weber

volunteering to participate. Bob Gravani will facilitate a conference call with a former Cornell University development fund representative to explore ways that we might get training in developing donors.

**New Business:** The Foundation Fund balance is approximately \$593,000 and the fund enjoyed a good return (14%) on investments last year. ConAgra donated \$150,000 to the Foundation Fund. Individual contributions are up significantly. Affiliates have contributed over \$13,500 in the past 5 years.

The committee asked IAFP staff to develop a detailed financial report with 3-year history and 3-year projections by October 15 of 2007. The committee will meet by conference call to consider this information and plan future spending and fundraising activities.

The committee agreed to ask the lending library committee to provide a 2 to 3 year plan for upgrading the collection from outdated VHS formats to DVD formats.

**Recommendations to Executive Board:** None.

**Next Meeting Date:** To Be Determined.

**Meeting Adjourned:** 4:35 p.m.

**Chairperson:** Gale Prince.

### Membership Committee

**Members Present:** Susan McKnight, John Bruhn, Leon Gorris, Jenny Scott and Edward Wellmeyer.

**Board and Staff Present:** Gary Acuff, Vickie Lewandowski and Lisa Hovey.

**Meeting Called to Order:** 3:00 p.m.

**Recording Secretary of Minutes:** Susan McKnight.

**Old Business:** Gordon Hayburn was to be the new chair but was unable to attend. Susan McKnight agreed to continue as chair for an additional year.

**New Business:** Lisa Hovey (IAFP staff) started our discussion with a few remarks by reviewing a memo she wrote the committee. Highlights mentioned:

1. Membership is approximately 3,200, the highest it has been in the last ten years. IAFP feels the dues restructuring is the driving force behind this current growth.
2. Industry makes up more than half of the current membership and is more than half of the members who did not renew.
3. Most of the reasons given for not renewing were mainly circumstantial (changed jobs, retired, funds are tight, etc.), and very little dissatisfaction with IAFP as an organization.
4. Only 35% of IAFP membership attended the IAFP 2006 conference in Calgary, so it was reasoned that membership in IAFP goes beyond attending the Annual Meeting.

It was noted by John Bruhn that not having a poster or symposia accepted could turn off a member from not renewing and gave a few examples.

A discussion then ensued regarding the negative aspect of lowering the dues structure to gain more members — IAFP gets less money. More members are needed to counter the impact of changing the dues structure. One suggestion was to consider broadening IAFP from food safety mainly involving microbiology to include more toxicology food science.

IAFP moved from its focus of dairy and sanitation to food protection, with a focus on microbials. A suggestion for expanding the dialogue to include more applied science in symposiums was made. Vickie observed, as past program chair, that the Annual Meeting program is shaped by the proposals submitted and is out of the hands of the committee. A suggestion was made about having more outreach to toxicologists and DVMs because of their works' impact on food safety at the farm level. Supply chain issues rule the media today, but it would take a collaboration of the PDGs to cover. Working more with IFT's toxicology group could be explored. It was agreed by those present that IAFP as an organization that enjoys high credibility and is best loved by its members for the cutting edge information presented at conference and the networking opportunities (it is not too big).

Suggestions such as a membership drive, an outreach effort by IAFP members to bring in other food safety professionals in their region, and the international conference were all good avenues to grow the IAFP.

#### **Recommendations to Executive Board**

1. The membership committee wants to make some recommendations to the Board to consider whether to develop a strategy:
  - To retain members (lowering dues was a good step).
  - Attract more students to attend and join IAFP as growth for the future IAFP Members after graduation (perhaps more pro-active mentoring of students).
  - Broadening international members such as working more closely with international groups as the Society for Microbiology.

The Membership Committee is asking for guidance from the Board in these areas and if there is a strategy, what role should the committee play.

2. The Membership Committee would like the Board to consider whether a conscious effort should be made to broaden the scope of the IAFP's focus in food safety to other non-microbial areas of food protection and food quality. Outreach activities to garner more involvement from food toxicology, DVMs and applied science could serve as starting points to broaden the IAFP Membership base.

3. The committee would like to draft a questionnaire for board approval for the IAFP International Members and non-members attending annual meetings. Leon Gorris, Susan McKnight and Lisa Hovey will make a 2nd draft, circulate it to Jenny Scott and John Bruhn and then submit it to the Board for approval to email to this community.

**Next Meeting Date:** A conference call in the fall of 2007.

**Meeting Adjourned:** 4:00 p.m.

**Chairperson:** Susan McKnight.

### **Nominating Committee**

**Meeting Called to Order:** 3:41 p.m.

**Recording Secretary of Minutes:** Carl Custer.

**Old Business:** None.

**New Business:** The Bylaws and the procedures for nomination of the Executive Board Secretary position were reviewed. A list of eligible members was reviewed. The Committee will await nominations from the membership which are due on November 1.

**Recommendations to Executive Board:** None.

**Next Meeting Date:** November 2007 Conference Call.

**Meeting Adjourned:** 4:12 p.m.

**Chairperson:** Carl Custer.

### **Past Presidents' Committee**

**Members Present:** Kathy Glass, Jeff Farber, Michael Brodsky, David Fry, Paul Hall, Anna Lammerding, Bob Sanders and Jenny Scott.

**Board and Staff Present:** Frank Yiannas and David Tharp.

**Meeting Called to Order:** 3:02 p.m.

**Recording Secretary of Minutes:** Jeff Farber.

**Old Business:** None.

**New Business:**

1. Reports received from Frank Yiannas and David Tharp, IAFP President, on activities of the Association.
2. Discussed Draft "Guidelines for Ethical Conduct" and suggested minor revision for verbiage; will send revisions to the Executive Board for final approval and posting on the IAFP Web site and inclusion on membership materials.
3. Need to verify eligibility of tax deduction for IAFP donations by Canadian citizens to encourage donations to the IAFP Foundation.
4. Consider developing white papers from Rapid Response Symposium.

5. Timing of Past Presidents' meeting needs to be modified to encourage attendance. Recommend moving the time to Saturday 4–5 p.m. before Welcome Reception; Request IAFF staff and Past Presidents' Committee Chair send a message to all committee members 3 months and 2 months in advance so appropriate travel arrangements can be made.
6. Remind Program Chair to communicate with the remaining committee members regarding late-breaking sessions.
7. The Committee recognizes David Fry's attendance at his last IAFF meeting. The Committee thanks David for his many years of outstanding dedication and contributions to IAFF, as well as his good humor and wisdom.
8. Comment that Food Micro will be held in Scotland, Fall 2008; the IAFF European Symposium should consider location/dates to avoid conflicts.

#### **Recommendations to Executive Board:**

1. Confirm eligibility of donations to IAFF for tax deduction for Canadian citizens.
2. Consider developing white papers from Rapid Response Symposium.
3. Track new members from meetings (outside annual meeting) as a measure of their impact.
4. Accept Guidelines for Ethical Conduct with minor changes in verbiage.
5. Remind Program Committee Chair to communicate with the remaining committee members regarding late-breaking sessions.
6. Recommend changing the time of the Past Presidents' Committee meeting to Saturday, 4–5 p.m. before the Welcome Reception.

**Next Meeting Date:** August 2, 2008.

**Meeting Adjourned:** 4:15 p.m.

**Chairperson:** Kathleen Glass.

## **Applied Laboratory Methods PDG**

**Members Present:** Patricia Rule, Pamela Wilger, Ruth Eden, Mary Lou Tortorello, Bassam Annous, Patrice Arbault, Reginald Bennett, Michael Brodsky, Daniel Brown, Jinru Chen, Rocelle Clavero, Sally Foong-Cunningham, Gary Gensler, Jeff Kornacki, Ann Marie McNamara, Molly Mills, Yvonne Salfinger, George Wilson, Nandini Natrajan, Omar Oyarzabal, Vanessa Cranford, Phil Coombs, P.C. Vasavada, Michael Scott, Leslie Thompson and Erdal Tuncan.

**New Members Present:** Yvonne Chan, Nancy Maragioglio, Douglas Cosby, Peter Olsen, Jingkun Li, Bruce Bradley, Alessandra Chiareli, Robert Brooks, Charles Young, Sam Sirivicha, Richard Christianson, Brooke Houston, Marcie VanWart, Wendy Maduff, Joshua Gurtler, Thierry Sofia, Y. Jennifer Lee and Xiangwu Nou.

**Visitors Present:** Larry Beuchat and Jinru Chen.

**Board and Staff Present:** Stan Bailey and Tamara Ford.

**Meeting Called to Order:** 9:00 a.m.

**Recording Secretaries of Minutes:** Pamela Wilger, Nandini Natrajan, Vanessa Cranford and Pat Rule.

#### **Agenda**

- Reading of the Antitrust Guidelines.
- Introduction of the new Vice Chairperson and the new Chair of the Discussion Topics/Education series.
- Comments from Stan Bailey.
- Introductions from the attendees.
- Summary of the Wet Workshop held the previous two days.
- Subcommittee updates:
  - Sample Prep Working Group: M.L. Tortorello.
  - Campy Workshop May 2007 at the University of Auburn: Omar Oyarzabal.
  - Web-based discussion group.
- Symposium/Workshop ideas for 2008.
- Ideas for topics for the discussion/education teleconferences.
- Any other old business.
- Any new business.
- Determine next year's calendar for teleconferences.

#### **Old Business:**

**Vice Chair Nominees:** We had two members voice their interest in this position. Since only one can be the Vice Chair, the other one will Chair the Education Series/Hot Topics. We plan to work as a team though throughout the year. Officially, Vanessa Cranford from Walt Disney World is the Vice Chair for 2007–2009 and Nandini Natrajan from Keystone Foods is the Chair of the Education Series/Hot Topics.

**Wet Lab Workshop:** Pamela Wilger.

Overall it went very well. There was plenty of time for one-on-one working with the vendors and real cultures. We had 9 outside attendees, 4 Central Florida University participants, and 9 vendors. It was a lot of work to put on and together. Vanessa Cranford was the local representative, Veronica Maxwell coordinated the University of Central Florida Lab, Pat Rule and Pamela Wilger worked behind the scenes to make sure everything went smoothly. The only complaint from the participants we heard was the bus ride was too long (90 minutes, due to construction and traffic). It was requested to try to make the workshop either one day or a day and a half in the future. Ann Marie McNamara offered the Silliker Lab in Columbus for next year's IAFF for any wet lab workshops.

**Sample Prep Working Group:** Mary Lou Tortorello. This was the first face-to-face meeting. There were 19 people in attendance. Lee-Ann Jaykus is the Co-Organizer with Lou Tortorello. The meeting began with 3 presentations. The meeting was all day with a lot of

discussion throughout. There is a need for standardizing sample preparations for quantitative and non-enrichment based analysis. Sampling size and pooling/compositing were discussed but decided to put these topics on hold until a statistician could be present. AOAC documents were used as guides for identifying the commodities. The afternoon consisted of a practical exercise where the group split into two different groups: Produce and Meat/Poultry. The plan is to write a concept/white paper and publish in *FPT* or *JFP*. The next step is to hold an organizational meeting to identify the key experts on each commodity to develop procedures. Please make recommendations to Lou or Lee-Ann. The ultimate goal is to have an electronic Sampling Compendium.

**Campylobacter Workshop:** Omar Oyarzabal.

There were 18 in attendance. Did not go as well as had hoped, but it was the first one. There were excellent speakers from other countries such as Canada, UK, and South Africa. The workshop needs to expand to 3–4 days from 2.5 days. Would like to add more automation, but would need larger space and 3–4 vendors to supply the automation. It focused on how to isolate Campy from poultry samples. It was extremely hands on. It was questioned if fingerprinting is valuable to include in the future. The PDG said yes, it is very relevant and we need to have sub speciation. Encouraged to plan another one in the future.

**Web-based Discussion Group:** Facilitated by Julian Cox (not present).

It was agreed that this tool could be very valuable to us, so we will continue as a PDG to try to use it. The problem is no one is adding items or the discussion dies after a few days. Everyone needs to start a topic in it every so often to keep people thinking about it and getting accustomed to using it until it becomes second nature. We will also post the PDG activities on it, including the minutes for the last two years. If you are new or have not signed up for this tool, let Julian know you are interested.

**2008 IAFF Applied Methods Program Proposals:**

1. The Globalization of Acceptance Criteria for Microbiological Methods: Separating the Science from the Politics organized by Ruth Eden and Michael Brodsky. The PDG felt it needed a Latin American viewpoint also. Alessandra Chiareli will work with Ruth to name the speaker. Ruth will attend the Program Committee meeting Wednesday morning to defend this idea.
2. Sampling and Sample Prep: Unglamorous but Very Necessary organized by Mary Lou Tortorello and Phil Coombs. This is a follow up to the Enrichment Media and Sample Prep Symposium from the Baltimore meeting a few years ago. A roundtable and workshop will be good formats for future years based on follow up from the working group. We should look into the format of technical session and see if this would be better for this topic in the

future. Will submit as is written. Lou will attend the Program Committee meeting Wednesday morning to defend this idea.

3. Agreed to submit a joint symposium idea on Testing for Chemical Contaminants in Foods with the Chemical and Food Allergen PDG. T.J. Fu, Pamela Wilger, Patrice Arbault and Peter Olsen helped organize it.
4. Discussed if our PDG should submit a workshop idea this year. Based on the Beverage PDG's plan to submit a wet workshop on molds, we have chosen to resubmit the workshop from this year.

Ideas for topics for the discussion/education teleconferences:

- Complete the *Listeria* topic started in March on ID Confirmation and Enumeration.
- *E. coli* O157:H7 including all other EHEC.
- Sampling Plans (ICMSF) what is Class II or III.
- Turning a lab from paper to electronic. Getting into the ISO atmosphere.
- Identification techniques.
- Validation of methods.

**Old Business:** None due to lack of time.

**Recommendations to the Executive Board:**

1. Continued support for yearly teleconference and Web-based presentations to be determined.
2. A one-day meeting room on Saturday at the 2008 IAFF Annual Meeting for purpose of the Sample Prep Working Group meeting to include lunch and refreshments, if possible.
3. Approve Vanessa Cranford as the Vice Chair for 2007–2009.

**Next Meeting Date:** August 3, 2008 with quarterly conference calls during the year: early November, January, March and May.

**Meeting Adjourned:** 11:05 a.m.

**Chairperson:** Pamela Wilger.

## Beverage PDG

**Members Present:** Jeffrey Semanchek, Frank Burns, Ruth Eden, Debi Foti, Kathleen Lawlor, Indaue Mello-Hall, Mangesh Palekar, Mickey Parish, Patricia Rule and Peter Taormina.

**Board Member Present:** Vickie Lewandowski.

**New Members Present:** Julie Kuruc, Jan Payne and Theodora Morille-Hinds.

**Visitors Present:** Malcolm McDonald.

**Meeting Called to Order:** 2:05 p.m.

**Recording Secretary of Minutes:** Jeff Semanchek.

**Old Business:** Summarized the 2007 symposia/roundtables created by and/or created in conjunction with Beverage PDG.

1. The Management and Control of Chemical Hazards in Food. Monday, July 9, 10:30–12:00 p.m.
2. Mitigating Spoilage Risks in RTD Beverages. Wednesday, July 11, 1:30–3:30 p.m.

Discussed Yeast & Mold workshop originally scheduled for IAFP 2007. Workshop topics and speaker list was finalized but was postponed due to the simultaneous occurrence of competing meetings, as speakers were unable to attend due to emerging issues and resulting conflicts. Discussed and agreed to resubmit workshop for IAFP 2008.

**New Business:** A Beverage PDG member complimented the Executive Board on the following;

1. Encouraging and exemplifying ongoing meetings to develop program and annual meeting objectives throughout year.
2. Engaging speakers from worldwide scientific community.
3. Including non-microbiological food safety topics such as toxicology in annual meeting program speaker topics.

The Committee nominated and elected Frank Burns as Vice Chair.

Ideas for 2008 meeting symposia, roundtable, and workshops were discussed. The following were agreed upon by the Committee and will be submitted to the Program Committee:

1. CSI Beverage Plant: Case Studies in Yeast & Mold Spoilage. A roundtable designed to allow industry professional to share technical aspects of specific spoilage events, share technical aspects of investigation and success towards solving. Organizers: Frank Burns and Jeff Semanchek.
  1. Yeast & Mold Spoilage in a Cold-filled Beverage.
  2. Yeast & Mold Spoilage in an Aseptic Beverage.
  3. Yeast & Mold Spoilage in a Carbonated Beverage.
  4. Yeast & Mold Spoilage in a Hot-filled Juice Containing Beverage.
  5. Yeast & Mold Spoilage in a Hot-filled Sports Drink.
2. Non-Thermal Process Technologies for Producing Juice Containing Beverages. A roundtable designed to facilitate industry professionals to present various non-thermal technologies towards producing juice containing RTD beverages...a discussion forum for technical aspects for microbial inactivation and limitations. Organizers: Jeff Semanchek, Kathy Lawlor and Jay Shulman.
  1. Pulsed Electric Field.
  2. Ultra Sonic Wave.
  3. UV Light.
  4. Velcorin.
  5. High-pressure Processing.
  6. Micro-filtration.

The Committee Chair proposed a schedule for ongoing meetings between IAFP 2007 & IAFP 2008: Nov. 7, Feb. 6 and May 7. Meeting agenda topics to address, at present:

1. Increasing membership in Beverage PDG.
2. Use of web-based media to communicate information from Beverage PDG.
3. Discussion of emerging beverage industry topics.
4. Discussion of symposia, roundtable, and workshop ideas for IAFP 2009.

#### **Recommendations to Executive Board:**

1. Recommend to schedule PDG meetings having similar/overlapping subjects at appropriately separate meeting times to allow attendance by all interested PDG members.
2. Approve Frank Burns as Vice Chair.

**Next Meeting Date:** November 7, 2007.

**Meeting Adjourned:** 3:25 p.m.

**Chairperson:** Jeff Semanchek.

### **Dairy Quality and Safety PDG**

**Members Present:** Loralyn Ledenbach (Chairperson), Ken Anderson, David Blomquist, Dennis Bogart, Don Breiner, John Bruhn, Warren Clark, Jr., Dan Erickson, Eugene Frey, Dennis Gaalswyk, Kathy Gombas, Donald Lane, Deon Mahoney, Lindsey McDonnell, Steve Murphy, Stephanie Olmsted, Gary Pruitt, Allen Saylor, Ron Schmidt, Joanna Shepherd, Steven Sims, Gaylord Smith, Joseph Smucker, Helene Uhlman and Philip Wolff.

**New Members Present:** Yvonne Chan, P.C. Vasavada, Caroline Smith Dewaal, Sally Foong-Cunningham and Nancy Eggink.

**Board Member Present:** Vickie Lewandowski.

**Visitors Present:** Robert Marshall, Fred Weber, Peter Olsen, Fritz Lembke, Bob Sanders and Dave Park.

**Meeting Called to Order:** 2:08 p.m.

**Recording Secretary of Minutes:** Allen Saylor.

#### **Old Business:**

1. Check to see if the Dairy Practices Council (DPC) is willing to make available their handbook to IAFP's "Pocket Guide to Dairy Sanitation," via *Food Protection Trends*. The answer is that DPC has all guidelines available and advertised in *FPT* for a price. DPC guidelines will be available on CD by fall. A question was raised as to whether the DPC or the Pocket Guide documents need to be updated. Discussion ensued on this issue.
2. 2007 Program Review – all Dairy PDG program proposals accepted for presentation at this year's meeting.

#### **New Business:**

1. 2008 Program Proposals:
  - A. Microbiological Sporeformers in Dairy Foods – Source, Survival and Control (Solutions in the Dairy Industry – Practical Solutions). These are what the issues are. David Blomquist, Ecolab,

and Dennis Bogart organizer, with some interest expressed by Tetra Pak rep. from Germany as well. Topics: More and more sporeformers found. Are they survivors of pasteurization or do they originate from recontamination? Need to understand this. Then address state of the art solutions for farms and processing plants. Gram negative buildup – source and cause? Transport tanker cleaning problems – is this contributing to the problem? Survival of pasteurization Speakers: Kathryn Boor, Cornell, need European speaker. Interested volunteers to meet after this meeting to flesh out and finalize proposal.

- B. Microbiological Food Safety Hazards Contamination during Transportation of Foods and Food Ingredients. Ron Schmidt described the issues and stated it had been discussed in the CSP meeting this morning. Phil Wolff will agree to assist in development. Steve Sims brought up question of including hauling of non-liquid powders. Ron replied the scope will be limited to liquid transport. Also include the transport in non-metal tanks/containers. National Juice Processor has guidelines on 4 methods for cleaning of tankers. They address microbiological and chemical (allergens).
- C. Food Pasteurization Innovations & Regulatory Acceptance. Ron Schmidt introduced the subject. Bactofugation, microfiltration, ohmic heating, high pressure, high pressure CO<sub>2</sub>, cold-pulsed electric field, irradiation, etc. Steve Sims discussed NACMCF document on pasteurization and how it is defined. Include specific information on dairy pasteurization. Dennis Gaalswyk stated John Larkin from FDA will be giving a presentation on Wednesday that would set the stage for this topic next year.
- D. Better Process Control Workshop for a Formulated Cheese Foods. Lori Ledenbach introduced the subject. “How to” training for cheese and cheese formulated products. Include Steve Spinak, retired FDA LACF head. Other process authorities needed as a speaker. Current LACF school is not attuned to this subject so new training agenda and speakers need to present how the LACF regulation applies to processing of processed cheese. Tanaka curves are used as reference as well as challenge studies. For companies making products should have filed process, but do not have it. Vickie Lewandowski suggested doing this prior to next year’s Annual Meeting since this is very time sensitive. Kathy Gombas suggested that this be done in honor of Dr. Tanaka, since he recently passed away. As part of the workshop, have Kathy Glass give an overview of the microbiology. Need to get FDA buy-in so industry taking this workshop would receive credit under the FDA-LACF regulations.

Advertise heavily to affiliates and dairy trade associations. Use examples like the pickle industry school for acidified foods as an example.

- E. Green Package – Reuse and Recycling of Food Packaging. Allen Saylor introduced the subject. John Bruhn raised the issue of returnable plastic that were used in the past if they passed the sniffer test. Dennis Gaalswyk says a number of plants are reusing virgin plastic jugs. Steve Sims raised issues that in the past caused FDA to prohibit the use of this. George Sadler did much research on this and established that this was low risk. John suggested also addressing energy usage related to this. Steve suggested on food safety aspects of this issue which was supported by the rest of the committee. What about multi-layered packaging. Ron Schmidt wrote a status paper published by IFT on this subject, possibly 10 years ago that should be referenced. Dave Blomquist stated that a processor in the Twin Cities used heavy duty plastic and ended up getting out of it. How many times can recycling occur?
  - F. Use of Risk Assessment Tools and Application to Dairy Pasteurization – International Perspectives. Introduced by Joanna Shepherd. Write up was completed and submitted. Previously presented, considered and supported at the Microbial Risk Analysis PDG. Want the support of the Dairy PDG. Subjects include: a history pasteurization, available tools to evaluate risk assessment, status of raw milk microbiology, details on what pasteurization actually accomplishes, risk-based control of pathogens in raw milk cheese – a French perspective and new risk-based initiative in the regulation of dairy products.
2. Special Projects. Staff made a brief presentation thanking committee members for their participation and attendance. Vickie Lewandowski made a presentation representing the Board to compliment the Committee, encouraged the PDG to be a working group the entire year through conference calls and to develop pamphlets and publications addressed for use by consumers, food processors, regulators and distributors. She explained various formats for symposia, including roundtable, straight symposia, “seed” one or two questions to get audience going. Vickie encouraged working together with other DPG groups. Expand variety of speakers to include new and more international speakers. John Bruhn encourages expanding beyond microbiological to include more chemical and other food hazards, beyond allergens.
- A. Publications – White Paper on Consumption of Raw Milk Paper introduced by Ron Schmidt. The paper was reviewed by the Committee members. One slight change was suggested

by Dennis Gaalswyk and Ron will make the change regarding “majority of states require pasteurization.” Recommended that this be adopted by the IAFP Board as an official position. John Bruhn suggested the paper be peer-reviewed. Others (Dennis Bogart and Bob Sanders) questioned whether there was a need for peer review since it is a position paper. There was debate on the need for peer review. Dennis Bogart moved and Steve Sims seconded to recommend the paper to the Board. After further discussion on the need to further review the paper, the motion and second were withdrawn. Moved by Vickie Lewandowski and seconded by John Rushing to have the Committee meet in one month to review and finalize the paper. The Chair will E-mail electronic version to the Committee within the next week. The deadline for comment is August 1 with all comments to be submitted to Ron Schmidt. Dennis Bogart suggested any recommended changes be significant.

- B. Pamphlets — DPC Updates on field guides. The PDG to review what is current and see if updates are necessary and/or if new pamphlets need to be developed. These could be included on the PDG Web page.
- C. Dairy PDG Web page — The Chair requested input into upgrading the Web site. List pamphlets on Web site and Committee members were requested to provide Web site addresses on dairy subjects that we could add to our Web site. Also include previous Board recommendations for an expert speaker list for state affiliates and a list of dairy trade magazine contacts for advertising potential for IAFP.
- D. Current Upcoming Events related to the Dairy Industry — World Wide Food Expo, Chicago — Oct. 24 – 27. The Dairy PDG will schedule a face-to-face meeting there as well as have conference call capabilities. Allen Saylor will check if there is a reduced cost for those Dairy PDG members that may want to attend the show.
- E. Dairy PDG encourages Committee members to volunteer for the Program Committee since we have no current representation. Need to write David Tharp indicating interest and include a short bio.

**Recommendations to Executive Board:**

- I. Approve Allen Saylor as PDG Vice Chair, to become Chairperson at the 2009 meeting.

**Next Meeting Date:** August 1, 2007.

**Meeting Adjourned:** 4:15 p.m.

**Chairperson:** Lorilyn Ledenbach.

## **Food Chemical Hazards and Food Allergy PDG**

**Members Present:** Richelle Beverly, T. J. Fu, Cindy Jiang, Linda Leake, Kathleen O'Donnell, Gary Pruitt, Todd Rossow, Peter Slade and Tom Schwartz.

**New Members Present:** Jo Marie Cook, Leon Gorris, David Kendra, Don Lane and Suely Nakashima.

**Board Member Present:** Jeff Farber.

**Meeting Called to Order:** 9:04 a.m.

**Recording Secretary of Minutes:** Leon Gorris (part I); Peter Slade (part II).

**Old Business:** The Chair, T.J. Fu, noted that one of the major activities of the PDG is to come up with ideas for symposia to feature in next year's Annual Meeting. She first tabled a number of symposia that had been established by this PDG and others as a trigger for thoughts. A number of topics were suggested in the agenda:

- chemical hazards and allergen testing methods: an update.
- chemical hazards: current issues.
- food allergens: scientific advances and control measures.

Mycotoxins was suggested as a specific topic, where EU regulations are going to apparently be much more stringent than US (e.g. on aflatoxins) and there are other regions in the world that might adopt these more stringent levels ultimately having an impact on trade.

The suggestion was made to focus on topics that allow more in depth discussion.

Suggestions from Jeff Farber, Board Liaison:

- encourage the PDG to consider new and emerging issues in developing symposia.
- encourage the PDG to have regular meetings to discuss issues throughout the year.
- encourage the PDG to develop white papers.
- encourage the PDG to hold webinars for emerging issues.

**New Business:** It was suggested to propose two new symposia, one on allergens and the other on mycotoxins as follows:

- I. Food Allergens (Coordinators: T. J. Fu and Linda Leake).
  - Food allergens – current understanding.
  - Update on “EuroPreval”.
  - Effect of processing on food allergens.
  - Validation of cleaning methods to prevent cross contact.
  - Allergen control – US and international regulatory perspective.
  - Overview of allergen control measures – food processors prospective.

2. Mycotoxins (Coordinator: David Kendra).  
Issues.  
Methodology.  
Regulatory environment.  
Global perspective – harmonization, etc.  
Database resources, etc.

It was further decided to prepare a Webinar on chemical contaminants issues, specifically to address issues relating to broadscreen testing for unknown contaminants (e.g. melamine), “rapid alerts for novel chemical hazard issues, the limitations of HACCP-like control programs, etc.

Other noteworthy topics to consider include:

Trace metals in seafood.

Lead in spinach.

Antibiotics and pesticides in honey and the wider impact on fresh fruit impact as a result of bee population decline (“colony collapse”).

State versus federal regulatory involvement.

Antibiotics in cultured seafood.

The need for multiplexed antibiotic detection methods was identified.

Other decisions included:

1. Hold regular (quarterly) PDG conference calls.
2. With respect to PDG recruitment and growth, personal approaches rather than mass mailings were suggested (i.e., each existing member to call several potential members). It was agreed that a one-page summary describing the PDG and its activities would be developed to serve as a primer for this activity.
3. Place notices of PDG upcoming events in newsletters/calendars of other organizations (e.g., ACS, AOAC, IFT, etc.).

#### **Recommendations to Executive Board:**

1. To provide support and resources for setting up regular PDG conference calls and webinars.
2. IAFFP collaborate with other associations (e.g., AOAC, ACS, IFT) to develop symposia/workshops on topics of mutual interests (issues related to chemical contaminants and food allergens).
3. Encourage symposium organizers to include recruitment of international speakers so that a global perspective on food safety issues can be presented.

**Next Meeting Date:** August 3, 2008.

**Meeting Adjourned:** 11:01 a.m.

**Chairperson:** Tong-Jen Fu.

### **Food Hygiene and Sanitation PDG**

**Members Present:** Zeb Blanton, Dennis Bogart, Ken Davenport, Dale Grinstead, Kenneth Janes, Jennifer Lee, Thomas McCaskey, Chris Remus, Fred Reimers, Peter Snyder and Gloria Swick-Brown.

**New Members:** Rocelle Clavero, Brian Nummer, Todd Rossow, Kelly Stevens, Allen Saylor and Sharon Wood.

**Meeting Called to Order:** 1:01 p.m.

**Recording Secretary of Minutes:** Chris Remus.

**Old Business:** Minutes from last meeting were approved. There was discussion on why none of last year’s submitted symposia were accepted. Lee-Ann Jaykus, Program Committee, indicated that there were 70 submissions and 30 slots. She indicated that the Program Committee is always looking for new topics. Lee-Ann indicated that this committee should also be used as a vehicle for networking and discussion of common issues.

**New Business:** Todd Rossow was elected as the new Vice Chair of the Food Hygiene and Sanitation Committee. Floor was open and discussion generated four suggested symposia:

1. Exclusion of Ill Food Workers. This is an important issue. Perhaps this topic could be a roundtable discussion with short presentations plus a question and answer session with the audience? Subjects to include: US and Canadian perspective, Legalities, Cultural differences, and Physician education. It was also felt important to have someone represent the food worker. Rocelle Clavero will investigate and coordinate.
2. Hand Hygiene. This topic generated much discussion. An outline for a proposed symposium was generated with these six headings: Gloves – Pros and Cons; Proper Handwashing Technique; Hand Sanitizers – Pros and Cons; Primary Modes of Contamination by Hands; Regulatory Requirements; and Industry Best Practices. Fred Reimers will coordinate.
3. Produce Safety and Sanitation. Dale Grinstead passed out a proposal that he and Bassam Annous developed. The main topics were: Food Safety Risks with Raw Produce; How Pathogens Get into Produce; GAP (Good Agricultural Practices), Direct Intervention Technologies and Sanitary Organic Processing. Depending on other PDG submissions either of these two subjects: Farm Water Quality or Hygiene and Sanitation – Farm to Fork would be presented. Dale Grinstead and Bassam Annous will continue to develop a submission.
4. Simpler Sanitation. Kelly Stevens suggested having a symposium on making sanitation easier and simpler. There was discussion of suitable topics. It was suggested to have this as a half symposium with these three subjects: Simplistic Cleaning; Cleaning RTC (Round the Clock); and Cleaning Process Validation. Kelly will continue to develop.

There was no further discussion. Dale Grinstead closed the meeting.

#### **Recommendations to Executive Board:**

1. Approve Todd Rossow as the new Vice Chair.

**Next Meeting Date:** August 3, 2008.

**Meeting Adjourned:** 2:23 p.m.

**Chairperson:** Dale A. Grinstead.

## Food Law PDG

**Members Present:** LeAnn Chuboff, Carl Custer, Anna Lammerding, Dean Mahoney, Jenny Scott, Mickey Parish, James Sasanya, Caroline Smith DeWaal and Ronald Weiss.

**New Members Present:** Ginny Edleman, Craig Harris, David Kendra and Nancy Maragioglio.

**Visitors Present:** Janet Beauvais, Jeff Keithline and Suely Nakashima.

**Board and Staff Present:** Jeff Farber and Didi Loynachan.

**Meeting Called to Order:** 1:10 p.m.

**Recording Secretary of Minutes:** Anna Lammerding.

**Old Business:** Review of the PDG's symposium (Wed., July 11, 8:30 a.m. – 12:00 p.m.): "Preparing Scientists for the Legal Aspects ..." This promises to be an innovative and different type of symposium for IAFF, including a mock trial. Organizers and Convenors LeAnn Chuboff and Donna Garren are commended for their efforts in pulling it all together. Discussion held on last year's intention on setting up a networking bulletin board.

**New Business:** Three activities for the PDG were proposed, discussed and developed: An educational workshop on food law, to target particularly younger members, and those who haven't yet learned through the school of 'hard knocks' the fundamentals of relevant food laws in the US, and also broaden exposure to the same in the countries around the world. Possible collaborations on development and delivery of such a workshop with external organizations will be explored. A symposium/roundtable on comparative laws (adulteration) is proposed for 2008, with speakers from 4 to 6 regions of the world. Finally a white paper is proposed, intended to spell out the differences between laws, regulations, and policies.

### Recommendations to Executive Board:

1. That the IAFF staff establish E-mail subdirectories containing members of specific PDGs that can be accessed by members to connect with their PDG during the year.

**Next Meeting Date:** August 3, 2008.

**Meeting Adjourned:** 3:10 p.m.

**Chairperson:** Anna Lammerding.

## Food Safety Education PDG

**Members Present:** Sandy McCurdy (Chairperson), Renee Boyer, Christine Bruhn, Benjamin Chapman, Jinru Chen, LeAnn Chuboff, Anthony Flood and Amarat (Amy) Simonne.

**Visitors Present:** Brian Nummer, Marsha Robbins, John Marcy, Edward Mather and Dee Dee Morac.

**Board Members Present:** Gary Acuff and Stan Bailey.

**Meeting Called to Order:** 9:05 a.m.

**Recording Secretary of Minutes:** LeAnn Chuboff.

**Old Business:** 2006 minutes are posted on the IAFF Web site and were read by Christine Bruhn. A symposium for the 2007 Annual Meeting was developed by Christine Bruhn and Ben Chapman and, after collaborating with other PDGs, evolved to "Measuring and Motivating Safe Food Handling Practices at Home, Retail and Foodservice" (1:30 p.m. to 5:00 p.m., Monday, July 9, 2007). A subcommittee to identify food safety educational resources to post on the IAFF Web site for member use was formed of 8 PDG members.

**New Business:** Those present introduced themselves. Antitrust guidelines were briefly reviewed.

Potential activities for the PDG were identified, with President-Elect Gary Acuff providing additional information about the PDG activities challenges from IAFF Vice President Stan Bailey. One goal of IAFF is to build international presence; travel assistance is available from IAFF to support international speakers to the Annual Meeting. White papers are needed from all segments. The purpose of the PDGs is to share information. Groups are encouraged to share information throughout the year and if wanted by the group, IAFF will support the groups in their communication efforts. Tony Flood suggested that we build a symposium on International perspectives on food safety. It was suggested that the symposium should include cultural influences on food safety and food defense. International speakers can be costly; sponsors or support from the Association to support travel costs would be needed. It was suggested that speakers include recommendations for future implementation as well as research data. It was noted that roundtables are a new format that works well. A sub-committee to develop a symposium and roundtable proposal was formed (Ben Chapman, Tony Flood, Christine Bruhn, Renee Boyer, LeAnn Chuboff and Sandy McCurdy).

The group discussed development of Web-based food safety resource information for IAFF members to share new and reliable food safety information. It was recognized that this is a large task; several universities extension units have developed or are working on food safety Web sites. Web sites require extensive management to keep them current. Information would be at the level of informed public, not highly technical. Key individuals for various subject matters could be identified to provide specific resources. The issue of sharing member expertise was also raised in the Membership committee meeting. It may be possible to collaborate with the Student PDG on this project. The subcommittee will work on this in the next year with the addition of new members Ben Chapman and Renee Boyer.

The Chairperson position is for 2 years; Sandy McCurdy will continue for another year. Currently there is no vice chairperson; Christine Bruhn volunteered to assist the chair.

**Recommendations to Executive Board:** None.

**Next Meeting Date:** August 3, 2008.

**Meeting Adjourned:** 11:00 a.m.

**Chairperson:** Sandra McCurdy.

### **Fruit and Vegetable PDG**

**Members Present:** Suresh Pillai, Alejandro Castillo, Bassam Annous, Larry Beuchat, Shirley Bohm, Nigel Cook, Michelle Danyluk, Sally Foong-Cunningham, James Gorny, Jack Guzewich, Linda Harris, Montserrat Hernandez Iturriaga, Lee-Ann Jackson, Stephen Kenney, Kalmia Kniel, Keith Lampel, Wendy Maduff, William McCullough, Leopoldo Orozco Ramirez, Franco Pagotto, Jena Roberts, Manan Sharma, Amarat Simonne, Peter Slade and Pamela Wilger.

**New Members Present:** Francisco Diez, Ritchie Ridall, Karl Matthews, Elliot Ryser, Xiangwu Nou, Stephen Grove, Bill Schwartz, Elizabeth Bihn, Sherri McGarry, Caroline Smith DeWaal, Barry Eisenberg, Carol D'Lima, Jim Knighton, Jeff Semanchek, Mangesh Palekar, Valerie Bohaychuk, Yuhuan Chen and Kristen Matak.

**Visitors Present:** Marsha Robbins, Todd Bacon and Cesar Bin Kingombe.

**Meeting Called to Order:** 1:04 p.m.

**Recording Secretary of Minutes:** Alex Castillo.

**Old Business:** None.

#### **New Business:**

1. There was a brief introduction of the attendees who were present.
2. There was an update of the produce-related outbreaks from the FDA perspective by Jack Guzewich.
3. There was an update on the response taken by the produce industry in California in terms of the marketing agreement signed by multiple agencies and producer groups in California by Jim Gorny. Jim provided an overview of the microbial testing metrics. There was some discussion about the relevancy of the metrics and how they were formulated.
4. Linda Harris provided an overview of the Center focused on Fresh Produce Safety at UC Davis. She explained the goals of the Center and the on-going search for an Executive Director.
5. The attendees provided a brief overview of their respective outreach/research programs and industry functions. There was some follow-up discussion based on what was mentioned.
6. The Fruit and Vegetable PDG decided to partner with the Water Quality PDG and the Food Hygiene and Sanitation PDG for developing joint symposia. The Fruit and Vegetable PDG has also decided to submit a topic on the produce safety metrics for a roundtable discussion.

7. Alex Castillo mentioned that he was interested in developing a Latin American Produce Safety Workshop since the last such workshop was held almost 8 years ago.

**Recommendations to Executive Board:** None.

**Next Meeting Date:** August 3, 2008.

**Meeting Adjourned:** 3:04 p.m.

**Chairperson:** Suresh Pillai.

### **Meat and Poultry Safety and Quality PDG**

**Members Present:** Dan McElroy, Jeff Kornacki, Tim Dambaugh, Roger Cook, Ian Jensen, Tineke Jones, Lynn McMullen, Dennis Burson, Timothy Freier, Wafa Birbari, Kathy Glass, Veny Gapud, Thomas McCaskey, Cindy Michalski, Justin Ransom, Eric Line, Margaret Burton, Robert Brooks, Harshavardhan Thippareddi, Wendy Wade, Nandini Natrajan, Linda Leake, Mark Pratt, John Wendell, Todd Bacon, Suely Nakashima, Randy Huffman and Margaret Hardin.

**New Members Present:** Theodora Morille-Hinds, John Marcy, Ann Marie McNamara, Patricia Wester, Jason Richardson, Michael DeLaZerda, Joshua Gurtler, Ken Kenyon, Amanda Lathrop, Elisa Cabrera-Diaz, Alfred Fain, Gregory Brun, Sophia Kathariou, Douglas Cosby, Lisa Mina and Jeffrey Rhodehamel.

**Visitors Present:** DeAnn Benesh, David Rasmussen and Dane Bernard.

**Board Member Present:** Lee-Ann Jaykus.

**Meeting Called to Order:** 2:10 p.m.

**Recording Secretary of Minutes:** Lisa Mina.

**Old Business:** Thanks to Margaret Hardin for her committee service. Gave a reminder of two 2007 symposia:

1. S3 Food Defense Research and Application – Monday July 9, 8:30 a.m.–12:00 p.m., Grand Republic B, Organizer: Lynda Collins Kelley. Convenors: Lynda Collins Kelley and Margaret D. Hardin.
2. S21 Spoilage and Its Control in Meat Products – Wednesday July 11, 1:30 p.m. – 3:30 p.m., Grand Republic B, Organizers: Lynn McMullen and Peter Bodnaruk. Convenors: Lynn McMullen and Peter Bodnaruk.

**New Business:** Board Member Lee-Ann Jaykus spoke to the group. She announced her new board status and shared new IAFP communication resources; Webinar, teleconferences & List server.

Call for 2008 Symposia topics:

1. Overview of international controls for campy intervention: on farm, off farm, consumer – what is being done now and what is working. Lead: Roger Cook, NZ Beef and Lamb (need to confirm lead – could be John Marcie, Univ. of Arkansas).

2. Imports: How to conduct appropriate analysis and risk reporting – examination of traceability, gap analysis, – could work well as a roundtable. Lead: Wafa Birbari. Support: Trish Wester.
3. Is It Overdone? A symposium on theoretical risks associated with formation of potentially carcinogenic compounds in meat and their relationship to food safety – a look at HCAs, nitrite and interpreting epi risk. Leads: Randy Huffman and Lisa Mina.
4. *Salmonella*: From Farm to Fork – what works from transport – slaughter – consumer. Lead: Jeff Kornacki. Support: Harshavardhan Thippareddi.

Overall a symposium should be unique, innovative and demonstrate applicability.

#### **Other Business:**

1. Proposal that meetings have more “value add” to members.
2. Next year there should be a brainstorm session on symposia ideas 1 month prior to the Annual Meeting. At the meeting, the ideas should be more flushed out and in-depth.
3. New Vice Chair elected: Tim Freier, Cargill.

#### **Recommendations to Executive Board:**

1. Recommend that time be allotted for late-breaking topic.
2. Communicate activity on late-breaking topics as early as possible.
3. Approve election of Tim Freier as Vice Chair.

**Next Meeting Date:** August 3, 2008.

**Meeting Adjourned:** 3:30 p.m.

**Chairperson:** Dan McElroy.

### **Microbial Risk Assessment PDG**

**Members Present:** Mickey Parish, Michelle Danyluk, Leon Gorris, Richard Whiting, Agnes Tan, Yuhan Chen, Don Schaffner, Patricia Desmarchelier, Jenny Scott, Jerry Erdmann, Montserrat Hernandez Iturriaga, Joanna Shepherd, Fumiko Kasuga, Ewen Todd and Deon Mahoney.

**New Members Present:** Richard Brouillette, Ken Janes, Wendy Wade, Roger Cook, Janet Beauvais, Jim Knighton, Ian Jenson, Fur-chi Chen, Leopold Orozco and Charles Gerba.

**Board Member Present:** Jeff Farber.

**Meeting Called to Order:** 10:13 a.m.

**Recording Secretary of Minutes:** Michelle Danyluk.

**Old Business:** Mickey Parish welcomed all members and all members present were introduced. Don Schaffner and Yuhan Chen gave an update of the pre-meeting workshops, where 25 attendees, four instructors and

one guest speaker were present. The workshop went very well and the PDG will consider hosting a similar workshop again in two years. Jeff Farber, representing the Board, encouraged the development of more and unique symposium and roundtables, and the possibility of sponsoring Webinars. Mikey Parish reminded the PDG of their symposium on Monday afternoon, and other applicable seminars.

The 2006 minutes were approved with no modifications.

**New Business:** Developments of note including, WHO/FAO activities and upcoming events (IAFP Europe, SRA 3rd international conference on MRA, 5th Microbial Modeling in Greece Sept. 16–19) were discussed.

Also listed were useful web resources, including FoodRisk.org, COST 920, ComBase and Predictive Microbiology Growth Models and Data Database.

Three potential symposium topics were agreed upon for further development, including: 1) Roundtable on data sharing (Tanya Roberts), 2) Update of how risk management and risk assessment are used worldwide, and 3) JIFSAN to sponsor as ILSI does.

Joanna Shepherd also mentioned a symposium being submitted with Dairy on “If pasteurization of milk is necessary in today’s risk based society”. Other ideas for next year included a possible workshop (Ewen Todd) on managing your system through RA/modeling/profiling, or how to interpret different styles of RA.

Jeff Farber expressed the desire for PDGs to develop white papers for the board’s consideration. Leon Gorris expressed a need for more PDG involvement in the planning of programs for the International meetings.

**Recommendations to Executive Board:** None.

**Next Meeting Date:** August 3, 2008.

**Meeting Adjourned:** 10:50 a.m.

**Chairperson:** Mickey Parish.

### **Retail Food Safety and Quality PDG**

**Members Present:** Alfred Fain, Veneranda Gapud, Richelle Beverly, Shirley Bohm, Sid Camp, Jinru Chen, Carl Custer, Thomas Ford, Donna Garren, Toni Hofer, Stephen Kenney, Thomas McCaskey, William McCullough, Debby Newslow, Charles Papa, Fred Reimers, Todd Rossow, Mary Sandford, Thomas Schwarz, Amarant Simonne, Peter Snyder and Gloria Swick-Brown.

**New Members Present:** Brian Nummer, Mangesh Palekar, Eric Martin, Petra Hochmuth, Allen Saylor, Tom Zierenberg, Caroline Smith DeWaal, Kathleen Rajkowski, Craig Harris, Anne Marie McNamara, Le Ann Chuboff, John Marcy, Amanda Lathrop, Sharon Wood and Paul Marra.

**Visitors Present:** Jack Guzewish, Marsha Robbins and Steve Sikes.

**Board Member Present:** Frank Yiannas.

**Meeting Called to Order:** 10:05 a.m.

**Recording Secretary of Minutes:** Veny Gapud

**Old Business:** Chairperson Al Fain reviewed the PDG Mission Statement and read the IAFF Anti-trust Guidelines to the attendees. The individuals present were asked to state their name and affiliation. He also announced the Retail PDG – sponsored symposia for 2007: Session RTI Using HACCP to Innovate New Processes in Retail Food Operations. Organized and convened by Peter Snyder with Vijay Juneja as Co-convenor. Monday, 8:30 a.m., Nutcracker 3. Jointly sponsored with the Food Hygiene and Sanitation PDG.

Board Liaison Frank Yiannas reported briefly on the state of the IAFF, stating that the organization is strong and growing with a 10 percent increase in membership. Donna Garren of NRA announced upcoming meetings on business continuity as well as Viruses Impacting Restaurants and Foodservice Industry.

**New Business:** Symposium topics for 2008 had been solicited by e-mail in June 2007. The following symposium topics were discussed and will be prepared for submission to the Program Committee for consideration:

1. Pete Snyder will submit a proposal for an annual symposium reviewing recent retail food safety issues and addressing new food processes, update of new food products, regulatory issues, and improvements in HACCP-based Food Safety Management Systems. This symposium will be developed with joint sponsorship with other product or process-oriented PDGs.
2. Veny Gapud will submit a proposal for a symposium addressing food safety issues in food distribution systems. The symposium will be entitled “How Did It Get There Safely?”

The group discussed development of pamphlets, white papers and webcasts as tools for communication. Pete Snyder will chair a sub-committee to develop a white paper based on the symposium topic listed above.

Ann Marie McNamara was elected by acclamation to fill the position of Vice Chairperson of the Retail PDG, beginning at the 2008 IAFF Annual Meeting in Columbus, Ohio. Veny Gapud will assume the Chairperson position for the next two annual meetings (beginning at IAFF 2008).

**Recommendations to Executive Board:**

1. The Retail Food Safety and Quality PDG recommends that the Executive Board continue its efforts to reduce the overlapping of PDG meeting schedules. The PDG recommends that meetings be reduced to an hour and a half to facilitate scheduling.

2. Approve the election of Ann Marie McNamara as Vice Chairperson to begin term at IAFF 2008 in Columbus, Ohio.

**Next Meeting Date:** August 3, 2008.

**Meeting Adjourned:** 11:20 a.m.

**Chairperson:** Alfred R. Fain, Jr.

## Seafood Safety and Quality PDG

**Members Present:** Richelle Beverly, Stephenie Drake, Douglas Marshall, Marlene Janes, Peter Hibbard, Alfred Fain, Lorraine McIntyre, Kathleen Rajkowski and Yi-Cheng Su.

**New Members Present:** Matthew Turner, Maria Sanchez, Lawrence Goodridge, Amanda Lathrop and Chengchu Liu.

**Board Member Present:** Vicki Lewandowski.

**Meeting Called to Order:** 1:10 p.m.

**Recording Secretary of Minutes:** Stephenie Drake.

**Old Business:**

1. Election of Vice Chairperson. Kathleen Rajkowski was elected.
2. Minutes approved. Doug Marshall moved and Peter Hibbard seconded.
3. Marlene Janes read the anti-trust guidelines.
4. Vicki Lewandowski reminded the Seafood PDG members that the Professional Development Groups were formed as a means of networking with other scientists with similar interests. Furthermore, she recommended we develop other ideas for getting information across such as development of booklets or guidelines to be used by industry or consumers. Potential new methods to present research would be short symposium programs or roundtables, and applied topics.

**New Business:**

Symposiums ideas:

1. Kathleen Rajkowski submitted one symposium and one roundtable for consideration by the Seafood PDG.

Roundtable: Consumer aspect with cooking in the home to reduce microbes in shellfish, finfish, shrimp and lobster.

Symposium: Finfish safety: “From Fish to Table.” This symposium would cover the following issues:

Farming for safety, harvesting and filleting, shipping and temperature abuse, safety at retail, and consumer concerns. Action: The Seafood group supported the Finfish symposium.

2. Peter Hibbard presented a symposium developed by Michael Roberson for consideration by the Seafood PDG: "Food Safety Control Strategies: *Vibrio* and Raw Oysters: Food Safety Control Strategies in Oysters with *Vibrio*." This symposium would cover the following issues: *Vibrio* diseases surveillance and trending, harvesting and manufacturing control strategies, retail control strategies, consumer advisory strategies, and public-private partnerships to reduce *Vibrio* infections. Action: The Seafood PDG thought it was too similar to this year's symposium.
3. Short Symposium to be developed by Lorraine McIntyre and Lawrence Goodridge: "Seafood Safety A to Z: Pathogens, amines and mercury." This symposium would cover the following issues: Virulence profiles in west and east coast isolates of *Vibrio parahaemolyticus*, the science of biogenic amines, heavy metal, antibiotic and chemical residues in seafood.
4. Roundtable to be developed by Doug Marshall and Peter Hibbard: "Seafood sustainability and safety implications." Geographic shifts.

Discussions: Lorraine McIntyre brought up the concerns about catfish imported from China with regards to toxins and ungutted fish sold to consumers by Indians. The PDG had a short discussion about these issues.

Also discussed was what groups we wanted to get information out to about seafood safety such as consumers and retail. How do we get this information to them? Some of the ideas included an online talk or Broadcast! Next year the Seafood PDG would like to have one of their presentations presented live online through a web cam directed at consumers. In addition, Larry Goodridge, Richelle Beverly and Marlene Janes will launch a Web site for the Seafood PDG that will have links to other Web sites for consumer and retail food safety.

#### **Recommendations to Executive Board:**

1. Scatter the meeting times for the PDGs.
2. Approve the election of Kathleen Rajkowski as Vice Chairperson.

**Next Meeting Date:** August 3, 2008.

**Meeting Adjourned:** 2:50 p.m.

**Chairperson:** Marlene Janes.

### **Student PDG**

**Members Present:** Richelle Beverly, Stephenie Drake, Wendy Maduff, Karla Mendoza, Linda Leake, Jennifer Cascarino, Huda Neetoo, Catie Simpson, Jacquelyn Miles, Courtney Rheinhart, Brooke Whitney, Yvonne Chan, Benjamin Chapman, Michelle Danyluk, Viviana Fino, Ivan Nastasijevic and Laura Bauermeister.

**New Members Present:** Rebecca Goulter, Silvia Dominguez, Bradley Olson, Soo Yeon Oh, Kirsten Hirneisen, Sacha Derevianko, Raviraj Jadeja, Feifei Han, Luciano Chi, Christina Dock, Douglas Cosby, Carolina Naar, Nancy Acosta, Dayna Swiatek, Reshani Senevirathne, Sajida Plauche, Amnish Chawla, Deborah James, Rebecca Robbins, Stephanie Chiu, Su-sen Chang, Pei-Chun Chen, Carolina Fey, Christiane Soares, Patricia Jacob and Karabo Shale.

**Visitors Present:** Kelsey Dickenson, Wendy Lu, Scott Burnett, Kalmia Kniel and Manan Sharma.

**Board and Staff Members Present:** Frank Yiannas, Lee-Ann Jaykus, Jeffrey Farber, David Tharp, Lisa Hovey and Tamara Ford.

**Meeting Called to Order:** 12:00 p.m.

**Recording Secretary of Minutes:** Catherine Simpson.

**Old Business:** Introduction of outgoing executive committee members by Brooke Whitney.

**New Business:** Introduction of new executive student board members (Whitney). Presentation (Whitney, Ben Chapman) of student agenda and organized activities for IAFP 2007, which include student-industry personnel networking program, student-student networking opportunities (e.g., student mixer, IAFP scavenger hunt).

Guest Speaker: Dr. Lee-Ann Jaykus presented "Writing an Abstract". Included handouts, brief discussion of standardized abstract format for IAFP, generalized advice regarding the composition of successful abstracts and proceedings papers.

Dismissal of non-student members and students with previous commitments.

1:20 p.m.: Group discussion of symposia topics. The following topic ideas were presented to the group:

1. Pre-harvest food safety.
2. Predictive microbiology.
3. Process hygiene.
4. How to react to an outbreak.
5. Innovative and emerging non-thermal processing technologies.
6. Quantitative risk assessment.
7. Emerging and re-emerging foodborne pathogens.
8. Imported foods.
9. Antimicrobial resistance.

The following ideas were selected (and modified as needed by breakout groups) as potential symposia topics; subtopics and potential speakers were then addressed:

1. Pre-harvest food safety.
2. How to react to an outbreak.
3. Imported foods.

**Recommendations to Executive Board:** None.

**Next Meeting Date:** August 3, 2008.

**Meeting Adjourned:** 2:55 p.m.

**Chairperson:** Brooke Whitney.

## **Viral and Parasitic Foodborne Disease PDG**

**Members Present:** Doris D'Souza (Chairperson), Sabah Bidawid, Nigel Cook, Jack Guzewish, Julie Jean, Tineke Jones, Kalmia Kniel, Melvin Kramer, Lorraine McIntyre, Franco Pagotto, Adrian Parton and Suresh Pillai.

**New Members Present:** Dayna Swiatek, Stephen Grove, Maria Sanchez, Viviana Fino, Kirsten Hirneisen, Jennifer Cascarino, Alexandra Derevianko and Charles Gerba.

**Visitors Present:** Janet Beauvais, Vincent Atrache and Antoine Vimont.

**Board and Staff Members Present:** Lee-Ann Jaykus and Donna Bahun.

**Meeting Called to Order:** 9:10 a.m.

**Recording Secretary of Minutes:** Lorraine McIntyre.

**Old Business:** Lee-Ann Jaykus (Board Liaison) addressed the issue that the PDG did not have any symposium this year and encouraged the PDG to submit symposia topics with new and creative ideas of scientific merit, and that were timely with a mix of international speakers and topics. She also discussed that IAFP would help facilitate conference calls, Webinars, booklets and fliers as necessary for use by the PDG in encouraging and maintaining membership.

**New Business:** Sabah Bidawid updated the group on the FEVN (official mark in 2005 as a platform to bring scientists together from North America) that has now been accepted as part of the ENVIRONET. The Web site for FEVN is under construction and membership to FEVN is currently free. He also discussed a project developing between Canada, Spain, the Netherlands, New Zealand and France on the validation of microarrays for noroviruses. Nigel Cook gave a brief review on ENVIRONET (European Virology Network) and looks forward to the involvement with the US (Jan Vinje, CDC) and New Zealand (Gail Greening). More information is available at their Web site: [www.cost929-environet.org](http://www.cost929-environet.org). They also aim at proactive systems to reduce viral contamination.

One roundtable symposium topic was suggested and discussed entitled "Issues involving retail food management in restaurants and vessels." There were discussions regarding dealing with the vomiting issue in food establishments and service areas, issues about employee sick leave policy in food establishments during illness, epidemiology and the food safety issues, which could make good roundtable discussion topics. These could be linked to the retail food safety PDG and/or the control of foodborne illness group regarding cosponsoring this roundtable discussion. Melvin Kramer could organize this roundtable symposium. Doris D'Souza submitted this roundtable discussion topic on

behalf of the PDG to the Committee on Control of Foodborne Illness (Ewen Todd) for co-sponsorship.

Full symposia topics were also discussed. Many ideas were suggested such as human epidemiology and transmission of noroviruses for e.g. in prepackaged meats (Lee-Ann Jaykus); detection methods involving the cell culture systems for human noroviruses (Suresh Pillai/Gerba); norovirus surrogates (comparing mouse norovirus and feline calicivirus) (Sabah Bidawid), the virulent strains of human noroviruses, and the role of irrigation waters in the transmission of human noroviruses and rotaviruses with emphasis on foodborne aspects (Charles Gerba and Nigel Cook).

Suresh Pillai, Charles Gerba and Doris D'Souza will work on submitting the proposal interlinking some of these ideas entitled "Occurrence and control of emerging foodborne viruses and parasites in produce and meats" for a full symposium.

Nominations were sought for the Vice Chair of the PDG. Kalmia Kniel was nominated by Suresh Pillai. She was selected unopposed by the committee as the incoming Vice Chairperson for the PDG.

### **Recommendations to Executive Board:**

1. The nomination of Kalmia Kniel as Vice Chair of the Viral and Parasitic Foodborne Disease PDG by the committee members is recommended to the Board for approval.

**Next Meeting Date:** August 3, 2008.

**Meeting Adjourned:** 10:15 a.m.

**Chairperson:** Doris D'Souza.

## **Water Quality and Safety PDG**

**Members Present:** Peter Kennedy, Susan McKnight, Michael Brodsky, Kathleen Rajkowski, Larry Cohen, Louise Fielding and Wendy Maduff.

**New Members Present:** Carol D'Lima, Ken Davenport, Barry Eisenberg and Sherri McGarry.

**Visitors Present:** Rick Gelting, Dan Cohn and Jack McCarthy.

**Board Present:** Vickie Lewandowski.

**Meeting Called to Order:** 9:05 a.m.

**Recording Secretary of Minutes:** Ken Davenport.

**Old Business:** Larry Cohen introduced Pete Kennedy as the new Chair. Members reviewed the June 22 conference call minutes, discussed the 2007 roundtable on water and discussed creating a "white paper" from the roundtable.

**New Business:** Vickie Lewandowski, Board Liaison, discussed the Board's view of the PDG's role, support and resources (Webinars and applied methods). She

encouraged symposia, applied proposals preferred, with a variety of speakers and inclusion of international topics with broad appeal, representation from the Water PDG on the International board and discussed roundtable vs. lectures and short symposia format.

Dean Davidson was voted in as the new Vice Chair without any objections.

PDG members discussed the importance of “potable” as a definition. There was discussion of this topic as the theme for a 2008 Roundtable/Symposia.

The group discussed mentoring students and using them as note takers for symposia and roundtables.

Discussion on a 2008 Roundtable Topic: potability vs. drinkability, legal vs. non-legal aspects; US vs. international potability issues; US vs. international drinkable (definition); Certificate of Potability, no coliforms vs. other contaminants; frequency of water checks; types of checks, metals, volume, and chemicals. A white paper is to be developed from this topic. Pete Kennedy called for volunteers to develop the topic for the potability vs. drinkability roundtable. Kathleen Rajkowski volunteered with Susan McKnight as a drafter.

A potential 2008 symposia topic was discussed on groundwater to ingredient water; transportation issues with water for aircraft, trains and buses (The final US EPA Regulations to be completed in 2007).

Another idea for a 2008 symposia topic was suggested on water treatment technologies used for municipal, farms food processing, beverages or (point of use) and cooling towers or industrial applications.

Filtration was also discussed using chemicals and without chemical treatment. Both ideas would need further development and or inclusion with another symposium topic.

A joint roundtable/symposia with the Produce PDG was discussed on the need for harmonization of irrigation water practices; legislative review; review of recreational water standards US vs. individual states, and international standards. Ecological challenges relating to safety, interface of surface water and ground water, non-microbial threat analysis, international reviews, case studies, animal agricultural impact on water quality, environment, local climate and the water cycle. Dr. Janet Thurston, a former presenter and expert, was suggested as a speaker on this issue involving animal agriculture.

The PDG discussed with Vickie how to get water topics from the PDG on the international symposia. Vickie told the PDG the international symposia are more independent and they chose their own topics. She directed us to talk to the international symposia organizing committee about participating on water topics for their events.

**Recommendations to Executive Board:**

1. Approve the election of Dean Davidson as Vice Chairperson.

**Next Meeting Date:** September 2007 Conference Call.

**Meeting Adjourned:** 11:00 a.m.

**Chairperson:** Peter Kennedy.

# Affiliate Council Minutes

## IAFP 2007 – July 8, 2007 Held at *Disney's Contemporary Resort* Lake Buena Vista, Florida

### Affiliates Present:

Alabama	Tom McCaskey
Alberta	Lynn McMullen
Associated Illinois	Dennis Gaalswyk
Australia	Trish Desmarchelier
Brazil	Maria Teresa Destro
British Columbia	Terry Peters
California	John Bruhn
Capital Area	Carl Custer
Florida	Peter Hibbard
Georgia	Sid Camp
Indiana	Helene Uhlman
Metropolitan	Don Schaffner
Michigan	Janet Phelps
Missouri	Steve Sikes
New York	Steve Murphy
New Zealand	Roger Cook
Ohio	Gloria Swick-Brown
Ontario	Kathy Wilson
Pennsylvania	Eugene Fry
Southern California	Margaret Burton
Texas	Fred Reimers
United Kingdom	David Lloyd
Upper Midwest	Dan Erickson
Washington	Stephanie Olmsted
Wisconsin	Randy Daggs

**Board Members and IAFP Staff Present:** Frank Yiannas, Gary Acuff, Stan Bailey, Vickie Lewandowski, Jeffrey Farber, Lee-Ann Jaykus, David Tharp, Lisa Hovey and Leilani McDonald.

**Guests:** Joe Heidenreich, Norway; Kathleen Glass and Cynthia Michalski, Wisconsin.

**Meeting Called to Order:** 7:08 a.m.

**Recording Secretary of Minutes:** Carl Custer.

**Call to Order:** The meeting was called to order at 7:08 a.m. by Affiliate Council Chair Maria Teresa Destro. There were 37 members and guests present. The minutes of the 2006 Affiliate Council Meeting were reviewed and approved.

**Report from Affiliate Council Chairperson:** Maria Teresa Destro acknowledged the 2007 Affiliate Award winners and announced a new Affiliate, Australian Association for Food Protection. She briefly introduced Leilani McDonald as Affiliate Staff Liaison. Affiliates were thanked for completing the 2007 Affiliate Survey. Leilani McDonald will E-mail the summary of survey feedback.

### Report from IAFP President, Frank Yiannas:

Frank Yiannas provided a report summarizing projects and activities over the past year. Membership dues have been restructured, leading to a 10 percent increase in Membership since January 1. It is now more affordable to join IAFP and Members may select the services or journals they wish to receive. Gold and Silver Sustaining Memberships have also increased over the last year. *JFP Online* continues to increase its reach, especially internationally, and the IAFP Web site has more than 24,000 monthly visitors. Frank announced that more than 2,000 attendees are expected at IAFP 2007 and that sponsorship increased this year. The Student PDG again is actively involved with supporting the Annual Meeting by serving as room monitors, holding their 8th student luncheon, and organizing a student mixer and job fair.

Frank also stressed IAFP's international involvement through the second European Symposium on Food Safety that was held in Barcelona, Spain, in November 2006. The Third Symposium is scheduled for October 2007 in Rome, Italy, along with a planned symposium for June 2008 in Latin America, most likely Brazil. IAFP also assisted in program development for a food safety conference to be held in Beijing, China, in September 2007. IAFP also supported Board Members' travel to Affiliate meetings recently held in Brazil, United Kingdom, New Zealand, and Korea, in addition to travel support for North American Affiliate meetings.

**Report from the IAFP Office:** David Tharp, Executive Director, reported that IAFP was in its best financial condition ever as of the last audited financial statements, August 31, 2006. The General Fund held \$578,000 on that date, with the statement of activities showing \$75,000 added from the FYE August 31, 2006 operations. David explained that IAFP has targeted to hold 50 percent of its operating budget in the General Fund. For the current year, that goal would be \$1.2 million, which puts IAFP about half way there.

The Foundation also continues to grow, with a current balance of just more than \$600,000. This includes a recent contribution from ConAgra of \$150,000. The goal continues to grow the Foundation to \$1 million by 2010. The Foundation once again sponsored Student Travel Scholarships, supporting five students for 2007: two from North America, two international, and one from a developing country. The students will be introduced at the Opening Session.

Leilani McDonald reminded those present that she is available to assist and serve the needs of their Affiliate organizations. As recommended to the Board in 2006, she will prepare and send a DVD of Annual Meeting photos to

Affiliates for viewing at their meetings. She invited Affiliates to maintain communications and correspondence with her at the IAFP office, so that activities and photos could be published in the quarterly *Affiliate View* and a new Affiliate DVD slide show be created for 2008.

**Election of the Affiliate Council Secretary:** Maria Teresa Destro announced that Roger Cook of the New Zealand Association for Food Protection received the sole nomination for Affiliate Council Secretary. Fred Reimers moved to call the vote; seconded by Lynn McMullen. Roger Cook was voted by acclamation.

**Unfinished Business:** The Affiliate slide show, absent in 2006, had been updated to a DVD slide show by Leilani McDonald and was playing continuously as Affiliates arrived for the meeting. The DVD was also being played continuously at the Affiliate booth.

**New Business:** Maria Teresa Destro opened discussion on the lack of an Affiliate Educational Session for the second year in a row, asking whether efforts should continue in the future. Discussion led to suggested topics and speakers, indicating a desire to continue efforts to hold the session. Maria Teresa Destro raised the issue of who should organize the session, and if a procedure, checklist, or other means of planning assistance could be established for future years.

Randy Daggs recommended that a local speaker be arranged for IAFP 2008 in Ohio, and that an Affiliate committee should fund expenses such as the room and beverages.

David Tharp, IAFP Executive Director, explained that the local Affiliate is often so busy with Local Arrangements obligations that it should not be expected to deliver the session without financial and planning help from all Affiliates. He asserted that it is difficult to host a quality session for under \$2,000, and that the overall expense is often undermined by low attendance. He recommended the development of an organizing committee, noting that the Board has contributed \$500 to the session in past years. Seconded by John Bruhn, who also recommended that the local Affiliate host a meal.

Peter Hibbard suggested that session attendance could increase if the session were held on Sunday, since travel time for many attendees prevents their attendance at Saturday functions; Terry Peters acknowledged the problem with travel time on Saturdays. The importance and expense

of offering refreshments was briefly discussed. Tom McCaskey recommended holding the session during the Affiliate Council Meeting, which could begin one half hour earlier; seconded by John Bruhn. Roger Cook commented that Saturday workshops may conflict with the Saturday session. Maria Teresa Destro maintained that the session continue to be scheduled prior to the Welcome Reception, and Steve Murphy asked for a show of hands in favor of Saturday afternoon (eleven raised).

Stephanie Olmsted suggested an educational session on Web site construction; Don Schaffner offered to present this topic in 2008. Janet Phelps suggested the topic of leadership development.

Randy Daggs moved to form a committee to organize an educational session to be held during the Affiliate Council Meeting; seconded by Sid Camp; passed. Volunteering for the committee were Janet Phelps, Don Schaffner, Carl Custer, and Gloria Swick-Brown.

Maria Teresa Destro announced that only 18 of the 42 Affiliates had submitted the required Annual Report in March, and that this is the Association's only way to assess an Affiliate's level of activity for recognition. It was agreed that the monthly E-mail reminders to Affiliate officers were effective, but that the reminder should emphasize the Affiliate Secretary's responsibility in completing and submitting the report. Fred Reimers explained that his Affiliate's officers all review the final report before it is submitted, to ensure accuracy and adherence to the filing deadline. It was acknowledged that the Report is required, and that the possibility of appearing on a "list of shame" of non-filing Affiliates might encourage more to file. John Bruhn commented on the low turnout of Delegates at this meeting.

**Recommendations to the Executive Board:** No official recommendations at this time.

**Affiliate Reports:** Delegates offered a summary of their Affiliate's activities and accomplishments in the past year.

**Passing of the Gavel:** Chairperson Maria Teresa Destro passed the gavel to Carl Custer, signifying the beginning of his term as Affiliate Council Chair.

**Next Meeting Date:** Sunday, August 3 at IAFP 2008.

**Adjourned:** 9:42 a.m.

**Chairperson:** Maria Teresa Destro.

# Recommendations to the Executive Board as Taken from Committee Minutes of Meetings Held in Lake Buena Vista, Florida

## Executive Board Response as Discussed at the Executive Board Meeting

### **Food Protection Trends Management Committee**

#### **Recommendations to the Executive Board:**

1. The three *FPT* cover pictures stay the same in 2008, and a picture library will be generated by soliciting pictures from authors, committee members, and general members, or through purchasing from commercial sources for potential use in the future.  
**Board response:** Agree and the Board encourages *FPT* Management Committee members to submit pictures for consideration and to solicit pictures from other sources.
2. The Executive Board assigns reviewers for the manuscript submitted by Christine Bruhn et al., in the absence of Ed Zottola, so that the manuscript can appear as a peer reviewed article in *FPT*.  
**Board response:** Agree. The Board will take action on this manuscript.
3. The appointment of a new Scientific Editor for a 4-year term.  
**Board response:** Agree. The search will begin in August for an Editor to begin January 2008.
4. The appointment of an alternate Scientific Editor.  
**Board response:** The Board does not feel that an alternate Editor is needed.
5. The Instructions to Authors for *FPT* are reviewed and revised. The committee has appointed a sub-committee to review and revise these instructions pending board approval. The subcommittee includes Michelle Danyluk, Richelle Beverly and LeeAnne Jackson.  
**Board response:** Agree.
6. The older *DFES* research articles are scanned and made available electronically, as many of these articles have very limited availability.  
**Board response:** Agree.

### **Journal of Food Protection Management Committee**

#### **Recommendations to the Executive Board:**

1. Develop a marketing plan for IAFP in general and *JFP* specifically for developing international sectors.

**Board response:** The Board requests that the *JFP* Management Committee appoint a sub-committee to work with IAFP staff.

2. Reappoint John Sofos as Scientific Editor for another 4-year term.

**Board response:** Agree

### **Program Committee**

#### **Recommendations to the Executive Board:**

None.

### **3-A Committee on Sanitary Procedures**

#### **Recommendations to the Executive Board:**

1. 3-A CSP supports and endorses the white paper on raw milk written by Dairy Quality and Safety PDG and, further to request that the IAFP Board accept it as an IAFP Position on the topic.  
**Board response:** Will review the paper when submitted for Board review and act accordingly.
2. The committee further asks for continued Board support in all things great and small.  
**Board response:** Agree.

### **Audiovisual Library Committee**

#### **Recommendations to the Executive Board:**

None.

### **Committee on Control of Foodborne Illness**

#### **Recommendations to the Executive Board:**

1. We recommend that the 6th edition of the *Procedures to Investigation of Foodborne Illness* manual be initiated, including evaluation of other material such as the WHO manual. This would include the use of a combination of audit methods and forensic investigations.  
**Board response:** Agree and encourage the Committee to place a priority on this project.
2. We seek input on revision of other manuals (water, vectorborne and HACCP) or new areas that the Board has thoughts about. One thought was a guidance document for the retail trade.

**Board response:** The Board suggests the Committee conduct a review of the waterborne manual as this was last revised in 1996. Efforts should be coordinated with the Water PDG.

3. The Committee wants to explore management culture affecting food safety.

**Board response:** Agree and feel this is a topic of interest.

4. The Committee wants to explore the link between traceability and surveillance to reduce foodborne illness.

**Board response:** Agree and feel this is a topic of interest.

## Constitution and Bylaws Committee

### Recommendations to the Executive Board:

1. The Committee recommends the following new members for the C&B committee:

Ann Draughon, Jenny Scott, Kathy Glass, Paul Hall and Bob Gravani.

**Board response:** Agree and ask that David Tharp contact the potential new Committee members to solicit their help.

2. The Committee recommends that current Chairperson Randy Daggs and Vice Chairperson Steve Murphy be reappointed.

**Board response:** Agree.

## Foundation Committee

### Recommendations to the Executive Board:

None.

## Membership Committee

### Recommendations to the Executive Board:

1. The Membership Committee wants to make some recommendations to the Board to consider whether to develop a strategy:

- To retain members (lowering dues was a good step).
- Attract more students to attend [and] [delete "the"] join IAFP as growth for the future IAFP Members after graduation (perhaps more proactive mentoring of students).
- Broadening international members such as working more closely with international groups as the Society of microbiologists [for Microbiology].

The Membership Committee is asking for guidance from the Board in these areas and if there is a strategy, what role should the committee play.

**Board response:** Agree and encourage the Committee to lead these efforts with staff assistance.

2. The Membership Committee would like the Board to consider whether a conscious effort should be made to broaden the scope of the IAFP's focus in food safety to other non-microbial areas of food protection and food quality. Outreach activities to garner more involvement from food toxicology, DVMs and applied science as starting points to broaden the IAFP Membership base.

**Board response:** The Board supports outreach efforts to other groups involved in food safety that align with IAFP's mission.

3. The Committee would like to draft a questionnaire for Board approval for the IAFP International Members and non-members attending Annual Meetings. Leon Gorris, Susan McKnight and Lisa Hovey will make a 2nd draft, circulate it to Jenny Scott and John Bruhn and then submit to the Board for approval to E-mail to this community.

**Board response:** Agree.

## Nominating Committee

### Recommendations to the Executive Board:

None.

## Past Presidents' Committee

### Recommendations to the Executive Board:

1. Confirm eligibility of donations to IAFP for tax deduction for Canadian citizens.

**Board response:** Agree. Staff will research and report to the Board.

2. Consider developing white papers from Rapid Response Symposium.

**Board response:** A Symposium summary was printed in *FPT*.

3. Track new members from meetings (outside annual meeting) as a measure of their impact.

**Board response:** Agree. Staff will research and report to the Board.

4. Accept Guidelines for Ethical Conduct with minor changes in verbiage.

**Board response:** Board will review and discuss [Note, the Board accepted the Guidelines later in the meeting].

5. Remind Program Committee Chair to communicate with the remaining committee members regarding late-breaking sessions.

**Board response:** Agree.

6. Recommend changing the time of the Past Presidents' Committee meeting to Saturday, 4 p.m.–5 p.m. before the Welcome Reception.

**Board response:** Agree.

## Applied Laboratory Methods PDG

### Recommendations to the Executive Board:

1. Continued support for yearly teleconference and web-based presentations to be determined.

**Board response:** Agree.

2. A one-day meeting room on Saturday at the 2008 IAFF Annual Meeting for purpose of the Sample Prep Working Group meeting to include lunch and refreshments, if possible.

**Board response:** Agree.

3. Approve Vanessa Cranford as the Vice Chair for 2007–2009.

**Board response:** Agree.

### **Beverage PDG**

#### **Recommendations to the Executive Board:**

1. Recommend to schedule PDG meetings having similar/overlapping subjects at appropriately separate meeting times to allow attendance by all interested PDG members.

**Board response:** Agree. If a specific request for schedule change is needed, contact the IAFF office

2. Approve Frank Burns as Vice Chair.

**Board response:** Agree.

### **Dairy Quality and Safety PDG**

#### **Recommendations to the Executive Board:**

1. Approve Allen Saylor as PDG Vice Chair, to become Chairperson at the 2009 meeting.

**Board response:** Agree.

### **Food Chemical Hazards and Food Allergy PDG**

#### **Recommendations to the Executive Board:**

1. To provide support and resources for setting up regular PDG conference calls and Webinars.

**Board response:** Agree.

2. IAFF collaborate with other associations (e.g., AOAC, ACS, IFT) to develop symposia/workshops on topics of mutual interests (issues related to chemical contaminants and food allergens).

**Board response:** Agree and encourage the PDG Members to actively pursue these efforts.

3. Encourage symposium organizers to include recruitment of international speakers so that a global perspective on food safety issues can be presented.

**Board response:** Agree.

### **Food Hygiene and Sanitation PDG**

#### **Recommendations to the Executive Board:**

1. Approve Todd Rossow as the new Vice Chairperson.

**Board response:** Agree.

### **Food Law PDG**

#### **Recommendations to the Executive Board:**

1. That the IAFF staff establish e-mail subdirectories containing members of specific PDGs that can be accessed by members to connect with their PDG during the year.

**Board response:** Agree. This is done twice a year, both prior to Annual Meeting and following Annual Meeting. Contact the IAFF office at any time for an updated list.

### **Food Safety Education PDG**

#### **Recommendations to the Executive Board:**

None.

### **Fruit and Vegetable Safety and Quality PDG**

#### **Recommendations to the Executive Board:**

None.

### **Meat and Poultry Safety and Quality PDG**

#### **Recommendations to the Executive Board:**

1. Recommend that time be allotted for late-breaking topic.

**Board response:** Agree and suggest contacting the IAFF office when a late-breaking topic occurs that should be considered.

2. Communicate activity on late-breaking topics as early as possible.

**Board response:** Agree.

3. Approve election of Tim Freier as Vice Chairperson.

**Board response:** Agree.

### **Microbial Risk Analysis PDG**

#### **Recommendations to the Executive Board:**

None.

### **Retail Food Safety and Quality PDG**

#### **Recommendations to the Executive Board:**

1. The Retail Food Safety and Quality PDG recommends that the Executive Board continue its efforts to reduce the overlapping of PDG meeting schedules. The PDG recommends that meetings be reduced to an hour and a half to facilitate scheduling.

**Board response:** The Board suggests keeping with a two-hour meeting time and encourages PDG Members to discuss topics of interest to the group.

2. Approve the election of Ann Marie McNamara as Vice Chairperson to begin term at IAFF 2008 in Columbus, Ohio.

**Board response:** Agree.

## Seafood Safety and Quality PDG

### Recommendations to the Executive Board:

1. Scatter the meeting times for PDGs.  
**Board response:** Schedule is fairly standard from year to year. Inform the IAFF office if there are specific schedule conflicts to consider.
2. Approve the election of Kathleen Rajkowski as Vice Chairperson.  
**Board response:** Agree.

## Student PDG

### Recommendations to the Executive Board:

None.

## Viral and Parasitic Foodborne Disease PDG

### Recommendations to the Executive Board:

1. The nomination of Kalmia Kniel as Vice Chairperson of the Viral and Parasitic Foodborne Disease PDG by the Committee members is recommended to the Board for approval.  
**Board response:** Agree.

## Water Safety and Quality PDG

### Recommendations to the Executive Board:

1. Approve the election of Dean Davidson as Vice Chairperson.  
**Board response:** Agree.

## Affiliate Council

### Recommendations to the Executive Board:

1. Recommend using affiliate delegates' experience for 100th anniversary e.g. Gloria Swick-Brown and Helene Uhlman.  
**Board response:** When a 100th Anniversary team is assembled, Affiliate Council members will be included.