

Minutes of the International Association for Food Protection

2017 Annual Business Meeting
July 11, 2017
Tampa, Florida

President-Elect Mickey Parish welcomed attendees to the Annual Business Meeting.

Moment of Silence

President Linda Harris asked those present to observe a moment of silence in memory of departed colleagues.

Call to Order

The Annual Business Meeting of the International Association for Food Protection was called to order at 12:17 p.m. at the Tampa Convention Center in Tampa, Florida. A quorum was present as defined by the IAFP Constitution.

With the approval of the Executive Board, President Harris appointed Don Schaffner as Parliamentarian for the Business Meeting.

Minutes

Minutes from the 2016 Annual Business Meeting, which were published in the November/December 2016 issue of *Food Protection Trends*, were presented and approved.

President's Report

President Harris reported record membership of over 4,400, the highest in history. She reported that this year's Annual Meeting should be successful with record attendance of over 3,600. The exhibit hall was full with more than 188 exhibitors, including 42 new exhibitors. There has been good participation in the Committee and PDG meetings. Affiliates continue to do great work at the local level. She reported that Roger Cook who was elected to the Executive Board as Secretary is our first Board Member from outside North America.

President Harris concluded her report by presenting the Presidential Recognition Awards. Awards were presented to Anne-Laure Moyne, her laboratory manager and Erin DiCaprio, a faculty member in her department at UC Davis, for their behind the scenes support during her tenure as IAFP President, Didi Loynachan for her work transitioning the *Journal of Food Protection* to a new online platform, Jim Heemstra for serving as the IAFP Annual

Meeting photographer for more than 10 years, Tamara Ford for her all of her efforts with the Program and European Symposium Committees, Lisa Hovey for holding it all together, and Michelle Danyluk for all of the local goodies she provided.

Affiliate Council Report

Neil Bogart reported there was a new charter given to the Colorado Association for Food Protection and that we lost the North Dakota Affiliate during the year. He indicated the Affiliate Council had excellent discussion over ways Affiliates can help small manufacturers with FSMA. In addition, he announced James O'Donnell was elected as the new Affiliate Council Secretary.

Four Affiliate Awards were presented at the Affiliate Council Meeting: Affiliate Membership Achievement – Minnesota Food Protection Association, Affiliate Communications Materials – Florida Association for Food Protection, Affiliate Member Education – British Columbia Food Protection Association, and Best Affiliate Overall Meeting – Mexico Association for Food Protection. The C.B. Shogren Memorial Award would be presented to the Food Safety Consortium (Hong Kong) at the Awards Banquet.

Executive Director's Report

David Tharp reported the Association had an active and productive year. Membership has grown, Annual Meeting attendance is up over the previous two meetings in St. Louis and Portland, and sponsorship and exhibitor participation have increased. There has been some concern regarding Sustaining memberships, especially with the Gold and Silver levels due to consolidations.

Our international presence continues as in the past years. The INOFOOD Summit will be held October 23–24 in Santiago, Chile, the China International Food Safety and Quality Conference will be in Beijing on November 1–2, and the Dubai International Food Safety Conference and IAFP's Fourth Middle East Symposium on Food Safety will take place November 19–21. Next year's European Symposium will be held April 25–27 in Stockholm, Sweden.

He reported the past year ending August 31, 2016 provided an addition to our General Fund balance. The Fund Balance grew to over \$2.5 million, most of which derived from Annual Meeting. Revenues increased and expenses for FY2016 remain similar to those of FY2015.

We continue to watch our spending closely in every way possible, while making sure that our services to Members continue at the highest level. David thanked the IAFP Staff, the Executive Board and all IAFP Members for their efforts this past year with growing the organization.

Tellers Committee Report

Manan Sharma reported on the Secretary election. There were 951 votes cast with Roger Cook from the New Zealand Ministry for Primary Industries elected as Secretary for the 2017–2018 year. A motion to accept the report and destroy the ballots was made by Jack Guzewich. It was seconded by Gary Acuff and was approved.

JFP Management Committee Report

Vijay Juneja reported that the Scientific Editors' Report had been presented by new Scientific Co-Editor Panos Skandamis. There was discussion regarding the table of contents in the journal's print issues with a consensus reached that the order should be changed to match to order of the online journal. In 2016, there were 159 members of the Editorial Board with 51% from outside North America. The committee will recommend to the Executive Board that we continue to work with consultant Judy Luther to correlate article downloads with citations for a better understanding of our metrics and readership and run a distribution curve in conjunction with our Impact Factor. He also indicated a search would be conducted to replace Joe Frank who will be retiring as Scientific Editor at the end of December.

FPT Management Committee Report

Faith Critzer thanked Andy Hwang for his efforts as Chair over the last 2 years and reported that Matt Taylor was elected as the new Vice Chair. She commended Cathy Cutter and Donna Bahun for their excellent work at increasing submissions, with an increase this year of seven manuscripts over 2016.

Two awards will be presented to authors with the Most Viewed Publication and the Most Downloaded Publication. The Committee decided to recommend awarding three additional awards next year for a total of five. The awards will be the most cited peer-reviewed publication, most viewed peer-reviewed publication, most viewed general interest publication, most downloaded peer-reviewed publication, and the most downloaded general interest publication.

The Committee is also recommending that IAFP Members be surveyed with the goal of obtaining feedback with regard to *FPT* and that a new online viewing platform be investigated.

Foundation Report

Vickie Lewandowski announced the IAFP Foundation balance reached \$1.5 million as of August 31, 2016. Funds continue to be increased and are used for travel awards. She indicated last year \$23,000 was raised in response to Fred Weber's challenge match. So far this year, Fred's challenge match of \$20,000 has been achieved with donations now totaling \$24,500. The silent auction was going well and she reminded members that it would end at 3:15 p.m. on Tuesday.

The meeting was interrupted for a nutty presentation by the Florida Association for Food Protection. Linda Harris was accused and tried on the charge of being unkind to nuts of all kinds. Her trial ended with the presentation of a \$1,000 donation check to the Foundation.

Unfinished Business

There was no unfinished business.

New Business

There was no new business.

Adjournment

The meeting was adjourned at 1:00 p.m. by President Linda Harris.

Respectfully Submitted,

Kali Kniel, Secretary

Committee Minutes

STANDING COMMITTEES

Food Protection Trends Management Committee

Members Present: Faith Critzer, Matthew Taylor, Cathy Cutter (Editor), Vijay Juneja (*JFP* Chair), Mark Berrang, Francisco Diez, Joshua Gurtler, Montserrat Iturriaga, Ian Jenson, Linda Leake, Amy Minor, Christina Wilson, and Guodong Zhang.

Outgoing Members Present: Andy Hwang, Kathleen O'Donnell, and Randy Phebus.

Board/Staff Present: Linda Harris, Roger Cook, Donna Bahun, and Lisa Hovey.

Visitors: Christine Bruhn, John Bruhn, Ben Chapman, Peyman Fatemi, Lee-Ann Jaykus, Kent Juliot, and Nagalakshmi Reddi. **Number of Attendees:** 27.

Meeting Called to Order: Sunday, July 9, 2017, 2:00 p.m.

Minutes Recording Secretary: Matthew Taylor.

Old Business:

1. Minutes from 2016 Committee meeting. The minutes from the 2016 meeting were reviewed by *FPT* Management Committee members. No corrections were identified. Francisco Diez-Gonzalez moved for the minutes to be accepted, which was seconded by Ian Jenson. Motion carried with unanimous vote.
2. Status of 2016 recommendations to the Executive Board.

The following recommendations and Board responses were reviewed:

1. *FPT* Management Committee would like to recognize one publication from *Food Protection Trends* at the Annual Meeting Editorial Board Reception in 2017. It is recommended that data be collected with respect to (1) most viewed, (2) most downloaded, and (3) most cited manuscripts in order for the *FPT* Management Committee to determine what the appropriate metric(s) are to recognize one publication in *Food Protection Trends*. It is recommended that this data be collected for six months and reported back to *FPT* Management Committee during a mid-year conference call, at which time they will determine the appropriate course of action for creating an award to be given during the Editorial Board Reception at IAFP 2017.

Board Response: Staff will collect the data and provide to the Committee for their teleconference.

2. It is recommended that a survey tool be developed for the IAFP membership with the broad goal of obtaining feedback with regard to *Food Protection Trends*. *FPT* Management Committee has created a subcommittee tasked with creating this tool and presenting it for approval to the *FPT* Management Committee during a mid-year conference call, and, if approved, to the IAFP Executive Board.

Board Response: Staff will contract with a third-party vendor to conduct a publications survey. The subcommittee should provide suggested questions that can be included related to *FPT*.

New Business:

Election of Vice Chairperson conducted by Faith Critzer. Matt Taylor and Joshua Gurtler were Vice Chair nominees. The Vice Chair will ascend to the Chair position on July 21, 2019 and preside over the 2019 meeting. Opened the floor for any additional nominees; none were identified. Ballots were passed out for committee members to vote. Matt Taylor was elected.

Executive Board Report Given by Linda Harris, IAFP President

Linda thanked committee members for their service to IAFP and to the journal. She recognized work completed to update the structure of *FPT* submissions and to increase submissions. The Board has been pleased with the scope of articles published in the journal. Linda mentioned that IAFP members receive an E-mail notice containing the table of contents for the journals; the IAFP Board gets a count/metric on how many times an IAFP Member's E-mail is opened. IAFP membership is at its highest ever; 4,400 for 2017, up approximately 200 from 2016.

Membership outside North America represents ~20% of the IAFP membership, reflecting efforts to recruit outside North America. *JFP* moved to new platform with new services to authors, including Kudos, metrics, and an impact factor increase. IAFP is hoping to set a new meeting for record attendance. Linda indicated that there are a number of new exhibitors (22) for a total of 262 booths on the exhibit floor.

International efforts and activity: The 13th European Symposium was held in Brussels, Belgium in March 2017. There is a meeting next year in Stockholm, Sweden, April 25–27, 2018. In the fall of 2017, IAFP will be hosting the China International Food Safety conference in Beijing. The Dubai meeting will also be held again this coming year. The INOFOOD meeting will be held October 2017 in Santiago, Chile.

Scientific Editor Report Given by Catherine Cutter

Efforts over the past few years are beginning to pay off via increased quality and quantity of publications. Publication numbers are slightly up from previous year, based on data reviewed with publication metrics.

Authors presenting abstracts at IAFP meetings, including the European Symposium, are invited to submit to *FPT*. However, sometimes the English writing quality is not on par with what is acceptable in *FPT*, resulting in a number of rejections. Going forward, *FPT* will include info and/or refer authors to a list of copy editors who can assist with manuscript revisions (for a nominal fee), which has been done for *JFP*.

Christine Bruhn inquired if symposia organizers and presenters are able to submit a publication to *FPT*. Cathy identifies those as being welcome as General Interest type papers.

Donna Bahun reported that *FPT* is up 7 manuscripts from 2016, with 4 general interest papers already. The September/October issue will have 5 peer-reviewed research papers and one General Interest paper.

Cathy and Donna were recognized for their hard work and dedication. The changes made to *FPT* are paying off in the quality of the publication.

FPT Publication Awards announced by Faith Critzer.

Two awards were presented for 2017 – Most-viewed Peer-review Publication and Most-downloaded Publication among peer-reviewed articles in *FPT*. Data were obtained from October of 2016 until June 2017. The awards go to:

- *Most Viewed Publication* – “A Shopper’s Eye View of Food Safety at Retail Stores: Lessons from Photographs Taken while Grocery Shopping” by John Luchansky, Anna Porto-Fett, and Ben Chapman – published in January/February 2017.
- *Most Downloaded Publication* – “Motivators and Barriers to Safe Food Practices: Observation and Interview” by Susan Arendt, Catherine Strobehn, and Jinhyun Jun, – published in September/October 2015.

The group discussed what awards and metrics we would like to have in place for 2018. Five awards were recommended, utilizing the following metrics:

1. **Most-cited peer-reviewed publication.** This award will recognize the most-cited publication based upon citations over the past five calendar years. Metrics will be determined from Web of Science, based upon Clarivate Analytics.
2. **Most-viewed peer-reviewed publication.** This award will recognize the most-viewed publication published over the past 2 calendar years. The 2018 award will be compiled from articles published from Jan–Feb of 2016 until Nov–Dec 2017. Donna Bahun will obtain data based upon views in the prior calendar year.
3. **Most-viewed general interest publication.** This award will recognize the most-viewed publication published over the past 2 calendar years. The 2018 award will be compiled from articles published from Jan–Feb of 2016 until Nov–Dec 2017. Donna Bahun will obtain data based upon views in the prior calendar year.
4. **Most-downloaded peer-reviewed publication.** This award will recognize the most-downloaded publication published over the past 2 calendar years. The 2018 award will be compiled from articles published from Jan–Feb of 2016 until Nov–Dec 2017. Donna Bahun will obtain data based upon downloads in the prior calendar year.
5. **Most-downloaded general interest publication.** This award will recognize the most-downloaded publication published over the past 2 calendar years. The 2018 award will be compiled from articles published from Jan–Feb of 2016 until Nov–Dec 2017. Donna Bahun will obtain data based upon downloads in the prior calendar year.

FPT Readership Survey

A subcommittee, comprised of Jennifer Quinlan, Francisco Diez-Gonzalez, Cathy Cutter, Ben Chapman, and Faith Critzer, developed a draft survey that was shared with the *FPT* Management Committee. The survey was developed to better understand the IAFP readership and to ask potential authors who are IAFP members, how they feel about *FPT*. The survey was discussed with the group with edits made to the survey instrument. The survey is now ready to launch with IAFP membership utilizing an intuitive online survey. Cathy Cutter, Donna Bahun, and Faith Critzer will work to develop a preamble for the survey to inform participants of our goals. The group also decided to request an incentive, such as a \$100 Amazon gift card, to increase participation rates. Survey will be recommended for Board approval.

Other New Business – Request for new online viewing platform for FPT.

During the discussion of the survey, there were several members of the committee who discussed the difficulty in viewing the online version of *FPT*. Specific concerns included text not being easily readable, the zoom feature being hard to use, the inability to interface with a hyperlinked table of contents, and the inability to move directly to the article they are interested in reading. Based upon the group discussion, the *FPT* Management Committee requests the Executive Board consider a new platform for viewing *FPT* online.

Other New Business – There was discussion around interactions with PDGs to develop General Interest Papers that could be submitted to *FPT*. Randy recommended that Cathy and Donna work with PDGs to develop general interest papers, preferably from PDG members on a specific topic. Cathy and Donna will develop a message to reach out to PDG chairs to see where interest may lie with this opportunity.

Recommendations to the Executive Board:

1. It is recommended that Matt Taylor be recognized as Vice Chair and will ascend to Chair on July 21, 2019.
2. It is recommended that five awards be developed to recognize outstanding publications in *FPT* and be awarded during the 2018 meeting:
 - **Most-cited peer-reviewed publication.** This award will recognize the most-cited publication based upon citations over the past five calendar years. Metrics will be determined from Web of Science, based upon Clarivate Analytics.
 - **Most-viewed peer-reviewed publication.** This award will recognize the most-viewed publication published over the past 2 calendar years. The 2018 award will be compiled from articles published from Jan–Feb of 2016 until Nov–Dec 2017. Donna Bahun will obtain data based upon views in the prior calendar year.
 - **Most-viewed general interest publication.** This award will recognize the most-viewed publication published over the past 2 calendar years. The 2018 award will be compiled from articles published from Jan–Feb of 2016 until Nov–Dec 2017. Donna Bahun will obtain data based upon views in the prior calendar year.
 - **Most-downloaded peer-reviewed publication.** This award will recognize the most-downloaded

publication published over the past 2 calendar years. The 2018 award will be compiled from articles published from Jan–Feb of 2016 until Nov–Dec 2017. Donna Bahun will obtain data based upon downloads in the prior calendar year.

- **Most-downloaded general interest publication.** This award will recognize the most-downloaded publication published over the past 2 calendar years. The 2018 award will be compiled from articles published from Jan–Feb of 2016 until Nov–Dec 2017. Donna Bahun will obtain data based upon downloads in the prior calendar year.
3. It is recommended that the final survey be delivered via a web-based platform that will allow for integrated logic to be established within the survey (direct next question based upon response). Cathy Cutter, Faith Critzer, and Donna Bahun will work to craft a preamble to the survey and test the instrument once available prior to release to all IAFP members. It is also recommended that a \$100 gift card be awarded randomly to one participant in order to incentivize participation.
 4. It is recommended that a new online viewing platform be considered by the Executive Board for *FPT*. The current platform makes it difficult for the IAFP membership to access and view content. Consider allowing for a hyper-linked table of contents so readers don't have to advance through all content to get to an article they are interested in reading and improve the ability to view content (ex. font is too small and zoom is too close).

Next Meeting Date: July 8, 2018, Salt Lake City, UT. A mid-year conference call will be scheduled to occur January–February 2018.

Meeting Adjourned: 3:15 p.m.

Chairperson: Faith Critzer.

Journal of Food Protection Management Committee

Members Present: Vijay Juneja, Sean Leighton, Joe Frank, Lauren Jackson, Elliot Ryser, Panagiotis Skandamis, Faith Critzer (*FPT* Chair), Fred Breidt, Alejandro Castillo, Peyman Fatemi, Narjol Gonzalez-Escalona, Barbara Ingham, Stephen Kenney, James O'Donnell, Laurie Post, Abani Pradhan, Manan Sharma, and Hyun-Gyun Yuk.

Board/Staff Present: Linda Harris, Tim Jackson, Kalmia Kniel, Alejandro Mazzotta, Mickey Parish, Lisa Hovey, Didi Loynachan, and David Tharp.

Visitors/Guests Present: Larry Beuchat, Catherine Cutter, Tong-Jen Fu, Gopal Gopinath, Sherri McGarry, and Guodong Zhang. **Number of Attendees:** 32.

Meeting Called to Order: 9:05 a.m., Sunday, July 9, 2017.

Recording Secretary of Minutes: Sean Leighton.

Old Business: Committee reviewed minutes from 2016 *JFP* Management Committee meeting. A motion was approved to accept the 2016 minutes, as written. No edits were needed.

New Business: The meeting opened with a vote to approve the 2016 minutes as written.

Dr. Panos Skandamis, who began his tenure as Scientific Editor on January 1, 2017, provided the Scientific Editors' Report. Highlights include that Vol. 79 (2016) included 2,224 pages and 275 articles (263 research articles). By comparison, Vol. 78 published in 2015 contained 2,312 pages and 302 articles, which included 295 research papers and seven review papers. The average length of time between receipt of manuscripts and their publication remained the same in 2016 compared to 2015. Georgia and Texas were the most-published states within the USA and the top-published international countries were South Korea (16), Canada and China (15 each) and Brazil (11). The Editorial Board consisted of 159 members, with 51 representing non-USA countries. Dr. P. Michael Davidson retired in 2017 after serving the *Journal* for 15 years. Dr. Skandamis concluded the report by stating that the "John N. Sofos Most-cited Publication Award" and the "Most-downloaded Publication Award" were given again this year. Dr. Frank commented that the increase in papers seen in 2016 could have been driven by the editors' active solicitation for review papers. The editors recently sent out an additional solicitation for this year. For more details about the *Journal* in 2016, please see the Scientific Editors' Report and the Administrative Editor's report prepared by Didi Loynachan.

Dr. Ryser spoke on a topic raised by a member around the page number order for articles in the *JFP* print TOC where articles are currently ordered by topic. This causes the page numbers to be out of numerical order. Readers trying to find an article only by page number have a difficult time finding an article and must scan through the whole table of contents. Because there are no "sub sections" to direct the reader to the relevant topic, this creates a more complicated interface with the print issue. This issue is not present in the online version of the *Journal* where articles are listed in numerical order by paper type. The Committee decided to revert to putting the articles in numerical order in the print table of contents. In the September 2017 issue, the *Journal* will begin placing articles in numerical order by paper type (research articles, research notes, review, mini-review, and general interest) to facilitate ease in referencing and searching for specific articles. This will match the online table of contents.

Didi mentioned in the report from the Administrative Editor that the website launched on Dec. 1, 2016, which gave us a month to help our subscribers get their passwords set up in the website before the content was removed from Ingenta and available completely on Pinnacle. Also in December, we started charging publication fees shortly after a paper is accepted (within about 1 week) and authors can pay online with a credit card, which has improved the time to receive payment. About 80% of our authors are using the online credit card payment mechanism. We signed on with Kudos in early June. Kudos sends a message on behalf of *JFP* to corresponding authors to ask authors to enter a description of their article in "plain language." Kudos also allows authors a mechanism to share their paper on social media and tracks metrics and interest in articles in the social media space. Some other new features include: all content over 5 years old is now free to read and refreshes every month; final published articles are published online ahead of print now which should cut publication time down from 8 months to about 7 months; subscribers can sign up for new issue alerts; three special sections are available consisting of Featured Articles (selected by the Editors), Top Articles (based on previous month downloads), and Top Cited Articles (via an interface with CrossRef); supplemental materials are being posted along with the article;

ORCID IDs are published and included in metadata, and more open access articles are being published.

The 2016 Impact Factor is 1.417 and the 5-year IF is 1.739. The 2015 IF was 1.609 with a 5-year IF of 1.963. With all the changes we have made in the past year, we are confident that the IF will improve as we continue through 2017.

Linda Harris asked a question about alert frequency options. Didi responded that if we were doing pre-print on manuscripts, weekly alerts were available. Since ahead-of-print publication of the final edited article was chosen, weekly alerts do not apply. Didi had Allen Press remove the weekly update link to avoid confusion.

Manan asked a question about DOIs. The DOI for an ahead-of-print article does not become active until it's registered with CrossRef. As soon as the article goes online, the DOI should be active. Manan indicated that sometimes the ahead-of-print articles do not have an active DOI. Didi will check if there is a lag time with CrossRef and Alan Press to get more information on this.

Didi was recognized by the entire committee for her contributions to many of the positive changes that have occurred to the *Journal* this year.

David Tharp led a discussion on the replacement of Dr. Joe Frank as a Scientific Editor, beginning Jan. 1, 2018. Beginning in late September or early October, we need to establish a search committee to include a Board member, a Scientific Editor, and four – six committee members. A search plan has been developed and documented by the IAFP Board. The deadline for submitting interests and CVs is Sept. 12, 2017. The selection committee will have a teleconference around Sept. 25–29. The Board would like to have the recommendation from the Committee by October 3, 2017 with the entire process complete and communicated to the selected editor by the end of October. The new editor would visit the Des Moines office for an orientation meeting with Didi, David and the IAFP team. Duties of the new editor will commence on Jan 2, 2018. Joe Frank was appointed Jan 1, 2002. Volunteers were requested resulting in a sub-committee of Sean Leighton, Steve Kenney, Abani Pradham, Panos Skandamis, Guodong Zuang, and Faith Critzer.

Didi shared a status update on *JFP* prepared by Informed Strategies. The report included an update on the communication plan, work on our metrics, and some recommendations: (1) conduct a discovery audit to confirm current content is visible through primary discovery sources – Google Scholar, EBSCO and ProQuest, (2) evaluate emerging publication systems in development and demand for Open Access to determine options in two years, and (3) consider creating collections of prior articles on hot topics that could reinforce the *JFP* brand and generate new revenue.

Judy Luther provided a second report on the *Journal's* Impact Factor, showing historic levels. Judy's recommendations for consideration include: (1) obtain an IF analysis from Clarivate Analytics, (2) consider utilizing Clarivate's service for inviting well-cited authors to submit a paper, (3) evaluate the impact of articles less likely to be cited, (4) work with Allen Press to implement TrendMD, and (5) examine the role of citations in Altmetrics.

Recommendations to the Executive Board:

1. The Committee would like to continue to work with Judy Luther to
 - a. Correlate article downloads with citations to get a better understanding of our metrics and our readership and,

- b. Run a distribution curve of our citations in conjunction with our impact factor.

Next Meeting Date: July 8, 2018 in Salt Lake City, UT.

Meeting Adjourned: 12:00 p.m.

Chairperson: Vijay K. Juneja.

Program Committee

Members Present: Alvin C.B. Lee, Renee Boyer, Laura Brown, Yuhuan Chen, Michelle Danyluk, Heidy den Besten, Martin Duplessis, Mark Moorman, Laurie Post, Carrie Rigdon, Manpreet Singh, Tori Stivers, Jarret Stopforth, Peter Taormina, and Pamela Wilger.

Board/Staff Members Present: Mickey Parish and Tamara Ford. **Number of Attendees:** 17.

Meeting Called to Order: 7:00 a.m., Wednesday, July 12, 2017. Introductions were made.

The Process – Tamara explained the process for the 2018 process. October 3 is the deadline for symposium, roundtable and workshop proposals. The Committee will review all of the submissions using the online system, and will meet via conference call in late October or early November to select proposals for further development. Committee members should plan on a 5–6 hour conference call.

The submission deadline for abstracts is January 16, 2018. The Committee will again review all symposium, roundtable and workshop proposals. The Committee will be divided into five teams; each team will review one-fifth of the abstracts. The Committee will meet in Salt Lake City, February 16–17, 2018 to select abstracts and sessions for IAFP 2018. The Committee asked for mobile-friendly review and area of expertise selection for judging.

From feedback from the PDG Chair/Vice Chair Meeting and with Board discussion, the PDG sponsorship should be listed in the program. The PDG Chairs and Vice Chairs should be notified of which proposals were submitted under their PDG.

The PDG chairs also requested that they know why a proposal was rejected. In many cases there are similar proposals.

For proposals, the Program Committee encourages organizers to have identified potential speakers. A proposal with potential speakers is more likely to be accepted than TBD for a slot.

IAFP 2017 Evaluation – The Committee provided feedback concerning IAFP 2017.

Room counts – The Program Committee requested room count estimates. The student session monitors are asked to count attendance at each session. Tamara will provide to the Committee. The Committee suggested app scanning like we do for PDG meetings, but it may not be logistically feasible.

App/Program – Based on attendee feedback, the Program Committee would like to note which sessions or speakers are being recorded either in the app or the program.

AV/Technical Issues – Tamara discussed the encryption issues that caused laptop issues when uploading. She will let speakers know this for next year. The AV projectors were too dim and screens often too small. This will be fixed for 2018.

Technical Session Convenors – must have two convenors and a back-up person for each session.

New Session Formats – the Software Fair was well-attended and the 3-minute thesis competition was very fresh and fun.

Recommendations to the Executive Board:

1. The Program Committee recommends that the Board evaluate exhibit hall hours.
2. The Program Committee would like to explore the possibility of badge scanning for session rooms.
3. The Program Committee recommends a new approach to encouraging PDG collaboration.

Next Meeting: Conference call in late October or early November.

Meeting Adjourned: Renee thanked the Committee for coming and adjourned the meeting at 8:30 p.m.

Chairperson: Renee Boyer.

SPECIAL COMMITTEES

3-A Committee on Sanitary Procedures

Attendees: Pamela Abney, Angela Anandappa, Dan Anderson, Julie Audy, Tom Berry, April Bishop, David Blomquist, Ann Bontempo, Phil Bremer, Chen-Hsuan Chiu, Ruplal Choudhary, Ma. Rocelle Clavero, Matthew Coleman, Denise DuFresne, Madhumeeta Dutta, Carianne Endert-Klaasen, Blanca Escudero-Abarca, Laurie Farmer, Charles Giambrone, Jason Horn, Yung-Chen Hsu, William Huntley, Raven Johnson, Amit Kheradia, Brian Kraus, Glenda Lewis, Stephanie Maggio, Edyta Margas, Nadia Narine, Obianuju Nsofor, Andrea Ottesen, Brian Perry, Gale Prince, Prasant Prusty, Mingyu Qiao, Dawn Raymond, S. G. D. Nagalakshmi Reddi, Tian Ren, Luis Rodriguez, Evan Rosen, Todd Rossow, Nancy Rubio, Allen Saylor, Michele Sayles, Ronald Schmidt, Arlette Shazer, Steven Sims, Guy Skinner, Justin Smith, Rafael Solis, Frederick Stokes, Aparna Tatavarthy, Dimitri Tavernarakis, Stephen Walker, Xinyue Wang, Paul Winniczuk, and Robert Yarsulik. **Number of Attendees:** 58.

New Members: Frederick Stokes, Dimitri Tavernarakis, Justin Smith, Stephanie Maggio, Dan Anderson, and Brian Kraus.

Board/Staff Present: Mickey Parish.

Meeting Called to Order: 10:08 a.m., Sunday, July 9, 2017.

Minutes Recording Secretary: Steven Sims and Cari Endert-Klaasen.

Old Business:

- 2016 Meeting Minutes were accepted: Motion to accept by Ron Schmidt; seconded by Allen Saylor. The motion passed.

New Business:

- Antitrust Guidelines were read to the group.
- Executive Board agreed to the 2016 suggestion to change the Mission Statement for the 3-A Committee.
- Steven Sims presented about 3-A SSI and 3-A Committee for IAFFP.
- Mickey Parish gave Board update.

Recommendations to the Executive Board:

1. 3-A is recommending the Board add a PDG specifically for FSMA.
2. 3-A is requesting the Board approve the installation of new Co-Chairpersons Carianne (Cari) Endert-Klaasen, Michigan Department of Agriculture and Rural Development and Brook Leguineche, Idaho State Department of Agriculture; also approve Steven Sims, FDA as Vice Chair.

Next Meeting Date: July 8, 2018, Salt Lake City, UT.

Meeting Adjourned: 11:44 a.m.

Chairperson: Carianne (Cari) Endert-Klaasen.

Committee on Control of Foodborne Illness

Members Present: Ewen Todd, Judy Greig, Kristi Barlow, Lenore Bennett, Carl Custer, John Guzewich, Sherri McGarry, Barry Michaels, Phyllis Posy, Michael Roberson, and Amarat Simonne.

New Members Present: Pamela Abney and John Sanders.

Board/Staff Present: Tim Jackson.

Visitors: Jianfa Bai, Ismail Boyaci, Kari Irvin, Sandra Hoffmann, Joy Ma, Gerry Moy, and Tarcio Sebastiany.

Number of Attendees: 21.

Meeting Called to Order: 8:03 a.m., July 9, 2017.

Minutes Recording Secretary: Judy Greig.

- Antitrust guidelines read.
- Welcome with members and guests introducing themselves.
- President-Elect Tim Jackson from the Board stressed use of webinars as well as increased collaboration with PDGs and newer members and ways to engage young scientists.

Old Business:

- Three symposia worked on last year will be presented this year, all on Wednesday: “2017 Foodborne Outbreak Updates,” “Water for Food Processing Falls in the Crack between RTCR (Revised Total Coliform Rule) and FSMA,” and “Root Cause Analysis.”
- Announcement of two IAFFP awards for two Committee members: Marilyn Lee: Honorary Lifetime Member, Judy Greig: Fellow.
- Creation of the Ewen C.D. Todd Control of Foodborne Illness Award and announcement of the first recipient: Frank L. Bryan.
- The revisions to the rodent-borne and vector-borne manual were discussed and members offered assistance with update with Judy to take the lead.
- The current status of the 100-Year History was discussed. Suggested that an online version would be useful for future members and a smaller paper could be produced for *Food Protection Trends*. The draft will be circulated. Suggested we seek input from a communication specialist. However, this is meant to a permanent record of the activities of the CCFI and its predecessors rather than an easy read.

- Discussion on the viral and parasitic portions of the Diseases Transmitted by Foods Manual (3rd edition) – experts needed on chemicals, plant toxins. Discussion on chronic exposure to plant toxins and chemicals – causes and effects where potency and exposure both have to be considered. An example is the carcinogen acrylamide, which has EU and FDA guidance for reducing the risk. Could engage Food Chemical Hazards and Food Allergy PDG and the Center for Produce Safety. Gerry Moy of WHO (retired) is willing to review the chemical component of the Manual.

New Business:

- Discussion was held on an update of outbreaks associated with infected food handlers (11 papers published in *JFP* from 2007 to 2010), probably two papers: (1) update on outbreaks in the last 10 years since Paper 1 was published in 2007, and (2) exploring the electrostatic impact of different types of gloves on adherence and release of pathogens.
- A manual for HACCP in small establishments (SMEs) based on a EU document was discussed. HACCP Utilization and Food Safety Systems, Retail and Foodservice, Dairy Quality and Safety, and Meat and Poultry PDGs would likely support with background information.
- CCFI will collaborate with the International PDG on the issue of raw milk in 2018 or 2019.
- Discussion on production of a manual using root cause analysis to assist industry in identification of issues safety as they are occurring. This would include guidelines as well as the logic of failure and how to find blind spots and address them before disaster for the companies involved hits.
- International perspective on refrigeration of eggs and other egg issues. EU vaccinates laying hens while North America refrigerates eggs. Recent changes in the way eggs are produced and problems with labelling (e.g., free range, organic, etc.). Is antimicrobial resistance a problem? U.S. Navy has various methods to preserve eggs, and in Asia eggs are only kept a day or two. In Turkey eggs are kept in fridge but they are dirty and cross contaminate other foods. Speaker from Middle East concerning egg safety, especially ingredients like garlic paste.
- When facts don't win the argument – how perceptions are formed. Internet dis-information. How to meet consumers on an emotional level. Optimism bias. Influence of peers, etc. Chris Griffiths has done some of this work and Ewen has written a book chapter review on behavior. Support could come from Retail and Foodservice PDG and Food Safety Culture PDG.
- Food fraud was discussed but not pursued for a symposium at this time as it was in recent symposium.
- Online shopping with possible food safety risks.
- A discussion was held on African food safety issues but not pursued further for a symposium.
- Food waste is now a hot topic and is a concern because:
 - a. Damage by pests in retail and storage
 - b. Date labelling of foods and food waste
 - c. Economic loss
 - d. Increased risk of pests and cross contamination

- e. Control of food waste and safety of composted food waste
- f. We had a discussion on ethnic foods/traditional foods and *C. botulinum*. Symposium topic could include international food preparation methods:
 - i. All foods cooked in Thailand or India
 - ii. North America emphasis on freshness vs. cooked loss of nutrients
 - iii. Consumers who choose to eat raw meat, raw milk and shellfish and take risks
 - iv. Balance of nutrition, food safety and sustainability
 - v. Consumer Education PDG. Christine Bruhn, Ben Chapman
 - vi. Anthropological issues, attitudes and practices. Usual consumer practices
 - vii. Southern country hams. Not fully fermented foods – sausages in Turkey. Donairs/kababs. Treatments like herbs, oils, etc.

Recommendations to the Executive Board:

1. CCFI recommends that an on-line survey of IAFFP Members be conducted for risk taking in food safety including purchased food items, household kitchen hygiene, cooking and food storage. Behavioral scientists Ben Chapman and Christine Bruhn have agreed to assist in preparing this survey. The results will be presented at the 2018 Annual Meeting, and after input from members published in *FPT*. Support likely from Retail and Foodservice PDG and Food Safety Culture PDG.

Next Meeting Date: July 8, 2018, Salt Lake City, UT.

Meeting Adjourned: 4:38 p.m.

Chairperson: Ewen Todd.

Constitution and Bylaws Committee

Members Present: Jenny Scott, Melanie Neumann-Cherney, Zeb Blanton, Michelle Danyluk, Kathleen Glass, and Steve Murphy.

Board/Staff Members Present: Roger Cook (Board Liaison) and David Tharp.

Visitors/Guests: Adria Bryan, Anne Gerardi, and William Huntley. **Number of Attendees:** 11.

Meeting Called to Order: 11:06 a.m., Sunday, July 9, 2017.

Minutes Recording Secretary: Melanie Neumann-Cherney.

Jenny Scott discussed the Antitrust Guidelines and the requirements thereof.

Approval of 2016 Minutes. A motion to approve the 2016 minutes was made by Michelle Danyluk, seconded by Steve Murphy and Unanimously approved.

Old Business: Recommendations to the Board from the 2016 meeting of the Constitution & Bylaws Committee:

- This Committee recommended that a refresher on Robert's Rules of Order be provided to the chair/vice chair meeting at this year's 2017 meeting last year. This was agreed to by the Board. David Tharp informed this Committee that this refresher training was not provided; the expectation was that the Constitution & Bylaws Committee would provide this. William Huntley volunteered to join the Constitution & Bylaws Committee and deliver the training next year.

- The Committee also recommended when there is a constitution and bylaws proposed change that a rationale for such change and the person/group proposing the change should be provided. The Board also agreed to this.
- The Committee also proposed Melanie as the Vice Chair and the Board agreed. Melanie will take over as chair at next meeting in Salt Lake City in 2018.

New Business: A new Vice Chair for 2018 is needed. The Committee suggested that since industry and government were currently serving as Chair and Vice Chair, it would be appropriate to have someone from academia. Michelle Danyluk volunteered to become the new Vice Chair. A motion for a vote for Michelle Danyluk was made and unanimously approved.

The Committee questioned whether a quorum was needed to do business. A review of the Bylaws did not address the issue for committees, but it was addressed for Board meetings.

Recommendations to the Executive Board:

1. Consider whether to add a statement to the Bylaws about a quorum for Standing and Special Committees. In case a quorum is not present to transact necessary business, the Special and Standing Committees should be authorized to act in the best interests of IAFP.
2. The Board should contact members of the Constitution and Bylaws Committee whose two-year renewable terms are ending to inquire whether they want to continue for another two-year renewable term. This ensures active involvement and the ability to invite/welcome replacement members for those who are no longer active.
3. Extend an invitation to the Past Chair of the Student PDG to serve on the Constitution and Bylaws Committee as a career building opportunity on a one year renewable term.
4. Renewed recommendation for the Constitution and Bylaws Committee to provide a refresher on the basics of Roberts Rules of Order in the meeting of Chairs and Vice Chairs at the 2018 meeting.

Final Comments: Roger Cook, Board Liaison, spoke to the group and welcomed us to IAFP 2017. He encouraged this Committee to speak up, ask questions, engage international and younger members, and welcomes Board recommendations.

Next Meeting Date: July 8, 2018, Salt Lake City, UT.

Meeting Adjourned: 11:54 a.m. Motion to adjourn was made by Zeb Blanton and seconded by Steve Murphy.

Chairperson: Jenny Scott.

Foundation Committee

Members Present: Gary Acuff (Vice Chair), James Dickson, Emilio Esteban, Judy Greig, Vijay Juneja, Jenny Scott, Wendy White, and Randy Phebus.

Advisors Present: Kathy Glass, Nandini Natrajan, and Zeb Blanton.

Board/Staff Members Present: David Tharp, Linda Harris, Alejandro Mazzota, Roger Cook (Board Liaison), and Lisa Hovey. **Number of Attendees:** 18.

Visitor/Guest: Michael Roberson and William Huntley.

Meeting Called to Order: 7:35 a.m., Wednesday, July 12, 2017 by Gary Acuff.

Recording Secretary of Minutes: Wendy White.

Old Business: Motion to approve the 2016 minutes by Jenny Scott; second by Jim Dickson unanimously approved.

Financial Reports: Balance Sheets and Statements of Activities for nine months ending May 31, 2017, the previous twelve months ending August 31, 2016, the previous twelve months ending August 31, 2015, the Foundation Fund Investment Activity (the Foundation Account and the DSIP Investment), and the 2018 budget were reviewed by the Committee members.

Motion to approve the 2017 Financial Report by Wendy White; second by Jim Dickson; unanimously approved.

Review of 2016 Board Recommendation to the Board: Recommend to consider the development of a tiered system to encourage individual giving. Gary, Wendy, Michael, and Jim will develop a proposal for the committee to review.

New Business: The committee reviewed the current Foundation fundraising progress during the Annual Meeting. At the time of this meeting, more than \$32,000 had been raised at the Foundation booth (up around \$13,000 from previous year) earning the extremely generous matching donation of \$20,000 from Fred Weber. The Silent Auction proceeds were approximately \$9,300; earnings and number of donations was slightly down from previous years.

The Foundation fundraising booth, collectable coins, and interactive donation thermometer were considered successful. The predominant location and new design of the Foundation booth continues to the increase in donations. Don Zink will create several frames to hold 5 coins. He will bring them to next meeting.

There was also discussion regarding an initiative to create videos to distribute to IAFP members throughout the year. Content could include interviewing student winners, following-up on past winners, contributor testimonials, and highlight unique modes of giving (gifts of stock, airline miles, etc.). Staff will look into establishing an account with a few major airlines to give our membership the option of giving airline miles.

Recommendations to the Executive Board:

1. Make provisions to create a means for membership to donate non-monetary gifts to the Foundation (airline miles, hotel points, etc.).
2. Make provisions to create a means for membership to make provisions in their will for continued donations.
3. Develop an initiative to create videos and unique means for continued Foundation communications to IAFP members, throughout the year.

Next Meeting Date: TBD at IAFP 2018, July 8–11, 2018, Salt Lake City, UT. Teleconferences TBD.

Meeting Adjourned: 8:20 a.m.

Chairperson: Gary Acuff.

Membership Committee

Members Present: Lawrence Goodridge (Chair), Anna Colavecchio, and William Huntley.

Board/Staff Present: Mickey Parish and Lisa Hovey. **Number of Attendees:** 5.

Meeting Called to Order: 3:02 p.m., Saturday, July 8, 2017.

The IAFP Executive Board update was provided by Mickey Parish, with additional comments from Lisa Hovey.

The Executive Board met on July 7. Highlights from the Executive Board Report include the fact that the number of vendors exhibiting at the annual meeting continues to increase, and this year there is a record number of exhibitors. Membership also continues to grow, with approximately 4,400 current members throughout the year. Each year approximately 800 members are lost, but new members join IAFP to replace the lost numbers. Reasons for leaving IAFP include the fact that some members only register to attend the annual meeting, and if these members do not attend the annual meeting in a given year, they let their membership lapse. Also, some members do not renew their membership by the yearly deadline (though they do renew their membership at a later date). This year 411 students registered for the annual meeting, and significant discussion centered around the idea that students represent the future of IAFP and the Association needs to explore and find ways to actively engage the student membership.

Old Business:

The Membership Committee discussed the Executive Board's responses to two of the 2016 Membership Committee Recommendations, and developed additional plans based on those responses as follows:

1. The IAFP should get a YouTube channel to add content and help advertise.

Executive Board Response: Agree. The Board is willing to review a proposal showing benefits to IAFP.

The Membership Committee discussed the fact that a YouTube channel would potentially add value to IAFP. Discussions centered on how to populate the channel, how to develop guidelines for content, and the fact that all submissions would need to be vetted to ensure that they were appropriate (from legal, cultural, social, and topical standpoints) for posting to the channel. This would likely require the formation of a committee with legal representation, who would review all submissions and make decisions regarding acceptance of the videos. The Membership Committee realized that there are a number of questions that need to be answered before a proposal can be developed for the Executive Board. IFT has posted a number of YouTube videos on the Internet, although they do not have a dedicated YouTube channel. Lawrence Goodridge agreed to talk with people at IFT and see how they vet the videos for their YouTube channel and then report back to the Committee. Potential content for a YouTube channel could include, but is not limited to: invited posts, new technologies, new food processing methods, educational topics, and food safety history. There was a film crew at the Annual Meeting this year, and the final video that is made of this year's meeting could also be posted. In addition, IAFP already has content on YouTube that could be reposted to a specific channel.

1. A survey should be developed to capture metrics on why members are staying with IAFP and why past members have left.

Executive Board Response: Staff will contract with a third-party vendor to conduct a membership survey. The Membership Committee can provide suggested questions to be included.

The Membership Committee discussed the length and format of a survey. It was agreed that it should be short (not longer than 5 minutes) in order to ensure maximum participation from the membership, and this led to questions regarding whether a short survey could adequately answer all the questions needed to gain a proper understanding of IAFP membership. A suggestion was made that once questions for the survey are developed, the survey could be broken down in several parts and sent to the membership at several times during the year.

It was also discussed that there is a science to developing survey questions and such expertise does not exist on the Membership Committee. It was agreed that the Committee would come up with some questions that could then be transferred to the Executive Board, who could contract with a third party to properly develop the questions. The final survey could be done using an online system such as Survey Monkey.

Generally, questions would center on the benefits of membership, how membership could be improved, and how value could be added to membership. This last statement is in response to the potential perception by several members of the Committee that some people join IAFP only to attend the Annual Meeting. If that is the case, there is substantial opportunity to add additional value to their membership during the rest of the year. The Membership Committee will have conference calls in the coming year to develop questions for the survey.

Finally, the Membership Committee discussed how additional members could be added to the Committee, to ensure a diversity of opinions regarding IAFP membership. By the conclusion of the 2017 Annual Meeting, four new members had already been added. It was agreed that current members on the Committee who have not attended the Membership Committee meeting for some time should be contacted to confirm their ongoing interest in contributing to the Committee.

It was also discussed that while membership is growing, there needs to be more effort at understanding why the growth is happening, including, from which countries and regions, and which disciplines and sub disciplines within food safety. To this end, the Membership Committee discussed a number of questions related to IAFP Membership growth including:

1. Why is IAFP continuing to grow?
2. What can IAFP do to continue to generate increased membership?
3. How do we recognize student achievements?
4. Can we increase IAFP awards or recognition for young IAFP members?
5. Since the Annual Meeting is the meeting that most North American members attend, can future IAFP annual meetings be held in other North American countries (i.e., Canada and Mexico)?

Based on these questions, the Membership Committee generated several recommendations for the Executive Board to consider.

Recommendations to the Executive Board:

1. There should be increased recognition of student achievement. This may be facilitated through PDGs, who would give awards to students who present

Past Presidents' Committee

Members Present: Don Zink, Bob Gravani, Gale Prince, Stan Bailey, Katie Swanson, Jenny Scott, Jack Guzewish, Don Schaffner, Jim Dickson, Kathy Glass, Paul Hall, Jeff Farber, Mike Doyle, Bob Brackett, and Alejandro Mazzotta.

Board/Staff Present: Linda Harris and David Tharp.

Number of Attendees: 17.

Meeting Called to Order: 3:32 p.m., Saturday, July 8, 2017.

Approval of the Minutes of the 2016 meeting. Motion by Stan Bailey; seconded by Paul Hall. Motion carried.

Old Business:

Discussed how to follow-up on collaboration with NEHA. This year NEHA is having the annual meeting in Michigan, at the same time IAFP is in Tampa, and may be difficult to organize a joint meeting. We show a slow collaboration path with NEHA, and may need a point person to follow up negotiations with NEHA.

The collaboration with NEHA was brought up last year, because of the lack of applications for the Sanitarian Award. IAFP received more applications this year for the sanitarian award, but not too many.

The committee discussed areas of collaboration with NEHA:

- Make recording sessions available for both organizations.
- Have their members (inspectors) attend this meeting.
- Give CEUs (Continuing Education Units) for attending.
- Increase our membership.

A way to start is by placing advertising for the IAFP Sanitarian Award in their member communications, and follow up with joint Board meeting to sign an MOU.

A recommendation was proposed to “advertise in publications by NEHA, the Canadian Association of Public Health and other applicable organizations in North America, for the Sanitarian and Travel awards.” Jack and Katie (second) moved the motion. Discussion: considering several ads in their publications, at least more than one. Motion carried.

Another recommendation was proposed to “explore how CEUs work with NEHA – Board to charge Retail and Education PDGs with exploring process and value of offering CEU accreditation.” Paul and Katie (second) moved the motion. No further discussion. Motion carried.

New Business:

David Tharp update:

- Membership is at 4,400.
- The Executive Board decided not to have updates at PDG meetings. With 27 PDGs, the task was not working well. IAFP will provide PDG Chairs with a list of updates.
- Both Journals are in good terms with respect to manuscript submissions. *JFP* is experiencing positive changes including the implementation of Kudos. It may take a couple of years to see changes in Impact factor.
- Attendance to the Annual Meeting: 3,460 vs. >3,500 this year. Exhibitors were 240 vs. 262 this year.
- Financials: Up to August 31, 2016 added 217K to the GB to 2.5MM. Op budget approaching 5 MM (includes foundation). Foundation 1.5 M.
- Fred Weber Challenge this year: \$20,000. Gale suggested reaching out to PQI, which Bob confirmed there were about to 4,100 people trained in PQI, to become members. Action: Linda Harris approved as incoming Vice Chair.

research at IAFP in the respective PDG-sponsored session. This would be a similar approach to IFT, in which their divisions sponsor student competitions.

2. There is only one award specifically for young professional IAFP Members. The Executive Board should consider a new award, specifically for a young industry professional, to mirror the Larry Beuchat Young Researcher Award, which mainly has been awarded to young academic and government professionals.
3. The goal of these two recommendations would be to promote students that have attended IAFP, and continue coming to IAFP as they grow into young professionals and eventually hold professional positions, in order to maximize the chances that these students will become the future pillars of IAFP.
4. There should be increased recognition of companies that promote food safety culture, especially among young IAFP members. This may include companies that recognize the importance of IAFP and send their employees to the Annual Meeting, or companies that hold workshops on food safety, etc. Recognition could occur in the form of Industry Profiles, published in *Food Protection Trends*.
5. Membership in the Membership Committee is very low. This may be due to the fact that the Membership Committee meeting is held on the Saturday before the Annual Meeting, and several members of the Committee arrive on Saturday night or on Sunday. It is proposed that the Membership Committee Meeting be moved to a time that occurs during the Annual Meeting, as this may lead to better attendance. The Executive Board should also revisit the Constitution and Bylaws of IAFP for the Membership Committee to ensure that it reflects the current state of IAFP membership.

Next Meeting: July 7, 2018, Salt Lake City, UT.

Meeting Adjourned: 4:30 p.m.

Chairperson: Lawrence Goodridge.

Nominating Committee

Members Present: Ian Jenson (Chair) and Margaret Hardin (Vice Chair).

Board/Staff Members Present: Mickey Parish and David Tharp.

Meeting Called to Order: 4:00 p.m., Sunday, July 9, 2017.

Recording Secretary of Minutes: Ian Jenson.

Old Business: None.

New Business: Confidential consideration of candidates for Secretary of IAFP.

Recommendations to the Executive Board: None.

Next Meeting Date: Teleconference to be scheduled for further deliberation in October.

Meeting Adjourned: 4:57 p.m.

Chairperson: Ian Jenson.

Recommendations to the Executive Board:

1. Advertise in publications by NEHA, the Canadian Association of Public Health and other applicable organizations in North America, for the Sanitarian and Travel awards.
2. Explore how CEUs work with NEHA – Board to charge Retail and Education PDGs with exploring process and value of offering CEU accreditation.

Meeting Adjourned: 4:35 p.m.

Next Meeting Date: July 7, 2018, Salt Lake City, UT.

Chairperson: Alejandro Mazzotta.

Webinar Committee

Members Present: Don Schaffner, Doug Marshall, Manpreet Singh, P.C. Vasavada, Kali Kniel, Mickey Parish, and Manan Sharma.

Visitors Present: Lilou Van Lieshou and Elizabeth Andress.

Number of Attendees: 9.

Meeting Called to Order: 9:00 a.m., Sunday, July 9, 2017.

Suggestion for Members from the Webinar Committee (WC) to work with the IFT Global traceability center and collaborate on either hosting the IFT webinars on IAFFP's site or present IAFFP webinars on IFT's site – Doug Marshall is on the IFT advisory council for the Global Traceability center and has volunteered to coordinate this effort.

Discussions were focused on developing a document that can be on the IAFFP website with details regarding how to put on a webinar and what is the process for submitting ideas for webinars to IAFFP. Manpreet volunteered to put this document together and circulate among the committee before submitting to IAFFP.

The Webinar Committee would like to see the IAFFP policy regarding webinars (including Member accessibility for webinars, webinar fees, etc.) to have more clarity on registration for webinars. This is still in the discussion stage within the committee and once there is consensus among the members we will be putting this forth to the Board.

If there are criteria for selection/rejection of webinar proposals, the WC would like to see these and it would also be useful for IAFFP to put this on the webinar tab of the IAFFP Web site.

There was discussion around why we see a dip in the webinars conducted in the fall or rather right after the IAFFP Annual Meeting until December. Some discussion was focused on the fact that the PDGs are busy developing symposium and roundtable ideas for the following year's annual meeting and they do not want to dilute the idea by putting on webinars.

It would be beneficial to see what services IAFFP provides for organizing webinars and this should also be put on the webinar Web site for audiences/organizers to see on the Web page.

There have been technical issues during webinars in the past and the WC has put in a recommendation to consider other platforms for hosting webinars (See below).

General ideas to increase webinars: There was extensive discussion around this topic with ideas such as:

- Popular talks at IAFFP into webinar
- How to get webinars throughout the year

- Pre Harvest PDG – technical talks/poster winner for webinars
- Industry/government for webinars due to academic schedule
- Highly subscribed webinar for re-doing it
- Communicate back to symposia organizers and copy the PDG chairs
- Communicate with the manuscript award winners for webinars and send them the steps for a webinar with a practice round
- Asking Fellows for webinars (Schaffner offered to put one on)
- Workshops from IAFFP for webinar (Dickson, Marshall volunteered to put a series together)

Task: Perhaps the one big action item that we can have from the meeting is to put together a guidance document for the board about webinars. As I envision this document, it would revolve around how to communicate effectively to seek webinar presenters, how to promote webinars to the IAFFP community and beyond.

Recommendations to the Executive Board:

1. The Webinar Committee suggests that the Board strongly consider changing our webinar platform. That consideration should include the "GoToWebinar" platform, and others.
2. The Webinar Committee suggests that the Board revisit and clarify fee structure for webinars. The Committee is concerned that the incentive to make webinars free, by restricting them to a PDG, actually reduces awareness.
3. We recommend the Board direct staff to share all PDG minutes with the Webinar Committee, so the Committee can track "in-development" webinars. These in-development webinars can be posted on the Web site as a teaser for webinars to come.

Meeting Adjourned: 10:45 a.m.

Next Meeting Date: July 8, 2018, Salt Lake City, UT.

Chairperson: Manpreet Singh.

PROFESSIONAL DEVELOPMENT GROUPS

Advanced Molecular Analytics PDG

Attendees: Mohammed Alhejaili, Sufian Alkhalidi, Maria Almeria, Jianfa Bai, Pratik Banerjee, David Bauer, Junia Beaubrun, Scott Benko, Reginald Bennett, Bledar Bisha, John Bodner, Samantha Bolten, Ismail Boyaci, Laurenda Carter, Jeffrey Chandler, Sandra Chaves, Hediye Cinar, Anna Colavecchio, Angel Conde, Nisha Corrigan, Cecilia Crowley, Gregory Danzeisen, Daniel Demarco, Xiangyu Deng, Govindaraj Dev Kumar, Vikrant Dutta, Lindsay Edinger, Martha Escoto Sabillon, Laura Ewing, Patrick Fach, Jeff Farber, Khashayar Farrokhzad, Peyman Fatemi, Emily Feldpausch, Bill Folkerts, Michael Freer, Jose Fuentes, Mario Gadanho, Xin Gao, Alejandro Garrido-Maestu, Mirijam Garske, April Garza, Ted Gatesy, Beilei Ge, Zachery Geurin, Bret Glembocki, Facundo Gomez Vera, Gustavo González, Lawrence Goodridge, Gopal Gopinath, Michele Gorman, Dale Grinstead, Anyi Gutierrez, Rasas Haji, Mohammed Hakeem, Yingshu He, Joe Heinzemann, Sunee Himathongkham, Maria

Hoffmann, Dave Horowitz, Edan Hosking, Ji-Yeon Hyeon, Atef Idriss, Kari Irvin, Matle Itumeleng, Tim Jackson, Whitney Jaillet, Karen Jarvis, Amy Jones, Jessica Jones, Dallas Kantoci, Ramin Khaksar, Margaret Kirchner, Yasu Komoto, Shira Kramer, Mary Krogull, Nicholas Krohn, Pongpan Laksanalamai, Keith Lampel, Justin Lee, David Legan, Panos Lekkas, Susan Leonard, Xinhui Li, Eunseob Lim, Pushpinder Litt, Qin Liu, Beata Mackenroth, Matthew Markiewicz, Douglas Marshall, Lynn McMullen, Mohammad Melebari, Joseph Meyer, Shirley Micallef, Jesse Miller, Eric Moorman, Tetsuya Mori, Paul Morin, Anne-Laure Moyne, Chad Nelson, Scott Nguyen, Per Nielsen, Xiangwu Nou, Taylor Oberg, Andrea Ottesen, Indira Padmalayam, Xinyi Pang, Monica Pava-Ripoll, Alma Perez-Mendez, Sophie Pierre, Suresh Pillai, Stephanie Pollard, Christopher Popham, Zhang Qi, Mira Rakic Martinez, Lakshmanan Ramamoorthi, Damanna Rao, David Rasmussen, Helen Roberts, Deana Rolheiser, Sara Rowland, Holger Schoenenbruecher, Shima Shayanfar, Gregory Siragusa, Dana Sizing, Daniel Smieszek, Sultana Solaiman, Aswathi Soni, Irshad Sulaiman, Taurai Tasara, Januana Teixeira, Anna Theil-Gangl, Hung King Tiong, Jean-Philippe Tourniaire, Eric Tovar, Cynthia Villacorta, Morgan Wallace, Isabel Walls, Jason Wan, Chun Wang, Ronghui Wang, Tamara Wood, Robert Yarsulik, Edith Zambrana, Guodong Zhang, Peipei Zhang, Shaokang Zhang, Shaohua Zhao, and Ye Htut Zwe. **Number of Attendees:** 149.

Meeting Called to Order: 9:06 a.m., Sunday, July 9, 2017.

Minutes Recording Secretary: Karen Jarvis.

- Chairman's statements: This PDG will emphasize professional development with scientific updates, jobs forum, discussions, and planning.

Order of Business:

- Call to order and welcome by Greg Siragusa (Chair) and Karen Jarvis (Vice Chair).
- Karen Jarvis was introduced as the new Vice Chair.
- Members were reminded make sure their badges were scanned.
- Gave instructions on update PDG affiliations. Go to: <https://www.foodprotection.org/members/dashboard/>
- Karen reported on symposia of interest at this meeting.

State-of-the-Science 10-min "thunder" talks:

- Junia Jean Gilles-Beaubrun, FDA: Spice metagenomics: best practices to extract DNA from complex matrices such as spices.
- Jesse Miller, NSF: Utilization of NGS to detect adulterants in food.
- Nur Hasan, U. Maryland & CosmosID: Antimicrobial resistance gene screening in the food supply chain.

5-minute "lightning" talks:

- Zachery Geurin, NSF: DNA sequencing to ID pathogens.
- Mario Gadanho, ThermoFisher: The food DNA analyzer: How to make NGS a routine method for food species ID.
- Anna Colavecchio, McGill: NGS identifies an emerging class of bacteriophages that encode antibiotic and heavy metal resistance genes.
- Meg Kirchner, NCSU: Changes in turkey microbiota associated with gastrointestinal syndromes and antibiotics.
- Maria Hoffmann, FDA: The rise of WGS for food safety.

Jobs Forum: Karen Jarvis

- SEEKERS – Current and Up-and-Coming Scientists
- EMPLOYERS – With Open Positions: NSF International and Eurofins Microbiology Labs

Discussion: Ideas and New Business:

- Symposia, Roundtable, Workshop Ideas for Proposals for IAFP 2018 are due October 3, 2017.
- Questions and items of discuss from the membership:
 - The PDG members requested that the app have sessions linked to the sponsoring PDGs.
- Session proposals to be honed:
 - Regulations Based on Sequences? (L. Goodridge, G. Siragusa – roundtable)
 - What are WGS Analytical and Regulatory Applications Beyond Database Building? (Keith Lampel, Goodridge, Jarvis, and Buchanan – roundtable – possible co-sponsor with Regulatory PDG)
 - How Can New Non-NGS Food Safety Methods Benefit from Information that WGS Provides? (Keith Lampel – symposium).
 - Bioinformatic Bias in Whole Genome Sequencing Analysis. (Keith Lampel – symposium).
 - Enrichments Meet Metagenomics. (Karen Jarvis and Bob Buchanan – symposium – possible co-sponsor with Advanced Laboratory Methods PDG).
 - NGS for Food Authenticity. (Amanda Manolis and M. Gadanho – symposium).
 - Mol Methods for Food Authenticity and Adulteration. (J. Miller – symposium – possible co-sponsor with Student PDG).
 - Food Parasitology: *Cyclospora* Sequencing. (Gopal – symposium).
 - Case Studies Beyond Outbreaks. (J. Heinzelman – symposium).
 - Bring Bioinformatics Into the Undergrad Classroom. (Kirchner and Baumler – symposium).
 - Hand Sanitation Food Hygiene and Facility. (Grinstead and Saylor – symposium).
 - Apps of NGS Beyond Outbreaks. (J. Henzelmann – symposium).
 - NGS for Food Quality with Respect to Nutrition (or Spoilage). (Shayanfar, Shima – symposium).
 - Sequencing across Kingdoms for Identity. (J. Miller, Z. Guerin, and M. Gadanho – symposium 1.5 h).
 - Molecular Serology. (Ed Dudley and Hoffman – symposium 1.5 h).
 - Moving Beyond Targeted Microbiomes: The Rise of Metagenomes. (N. Hasan – workshop).
 - Hands-on Sequencing Analysis. (J. Miller – workshop).
 - Teaching a Biologist to Use Bioinformatics Data. (part of sequencing workshop).
 - Microbiome Data Analysis. (Hasan and Hoffman – workshop).
 - Technique Plethora (mo bio). (Hasan – workshop).
 - Environmental Gene Transfer (Impact on Food Processing, Using Genomic Tools). (Gopal-workshop).

Recommendations to the Executive Board:

1. Several people in the group recommended that the app be changed to include link to each PDG's sponsored or co-sponsored sessions.
2. Several requests for doubling or tripling the numbers of chairs and tables in the commons area for people to have more places to interact as well as laptop work.

Next Meeting: July 8, 2018, Salt Lake City, UT.

Meeting Adjourned: 11:00 a.m.

Chairperson: Greg Siragusa.

Applied Laboratory Methods PDG

Attendees: Adebayo Afuape, Sufian Alkhalidi, Abdur Amin, Hany Anany, Elisa Andreozzi, Julie Audy, Uma Babu, Jianfa Bai, Kannan Balan, Marc Barrett, Junia Beaubrun, Tamrat Belete, Dan Belina, Scott Benko, Lenore Bennett, Reginald Bennett, Sylvia Bergman, Arun Bhunia, Yige Bima, Bledar Bisha, Preetha Biswas, Alex Brandt, Tom Bruursema, Marisa Bunning, Kellie Burris, Melanie Butler, Allen Byrd, Catharine Carlin, Adam Castillo, Mara Celt, Jeffrey Chandler, Evan Chaney, Sandra Chaves, Stella Chen, Yi Chen, Anna Colavecchio, Angel Conde, Peter Cook, Bryan Curtis, Gregory Danzeisen, Xiangyu Deng, Xiaohong Deng, Govindaraj Dev Kumar, James Dickson, Sara Diederich, Erin Dreyling, Lindsay Edinger, Franck Edouard, Hesham A Elgaali, Blanca Escudero-Abarca, Jose Emilio Esteban, Laura Ewing, Patrick Fach, Jeremy Faircloth, Khashayar Farrokhzad, Peter Feng, Jorge Franco, Zhujun Gao, Alejandro Garrido-Maestu, Mirijam Garske, April Garza, Ireneusz Gasienica, Ted Gatesy, Solomon Gebru, Zachery Geurin, Amanda Gilchrist, Serena Giovinazzi, Bret Glembocki, Jonathan Glynn, Facundo Gomez Vera, Gustavo González, Lawrence Goodridge, Gopal Gopinath, Karen Gregory-Williams, Susan Gregro, Josephine Greve, Miguel Gutierrez, Jennifer Hait, Rasas Haji, Mohammed Hakeem, Nur Hasan, Joseph Haymaker, Jim Heemstra, Joe Heinzlmann, Kelli Hiett, Sunee Himathongkham, Maria Hoffmann, Edan Hosking, Kristen Houck, Chiun-Kang Hsu, Rosemarie Ilic, Tim Jackson, John Jarosh, Karen Jarvis, Lee-Ann Jaykus, Amy Jones, Soontag Jung, Dallas Kantoci, Julie Kase, Brenda Keavey, Shivaram Keelara, Yasu Komoto, Shigenobu Koseki, Sarah Kozak, Brian Kraus, Keith Lampel, Marla Leal Cervantes, Lorilyn Ledenbach, David Legan, Susan Leonard, Wan Mei Leong, Yanbin Li, Eunseob Lim, Shaunti Luce, Dumitru Macarisin, Nicole Maks, Frederic Martinez, Sandra McCurdy, Mohammad Melebari, Marianne Miliotis-Solomotis, Jesse Miller, Amie Minor, Guido Mix, Kevin Mo, Zahra Mohammad, Paul Morin, David Morrison, Stephanie Morse, TG Nagaraja, Chad Nelson, Angela Nguyen, Xiangwu Nou, Taylor Oberg, Chris Okolo, Holly Paden, Xinyi Pang, Salina Parveen, Frederic Pastori, Isha Patel, Anne-Marie Perchec - Merien, Alma Perez-Mendez, Vera Peterson, Félix Piat, Stephanie Pollard, Prasant Prusty, Beatriz Quiñones, Christophe Quiring, Roy Radcliff, Jordan Recker, Rachel Rodriguez, Deana Rolheiser, Luca Rotundo, Angela Ruple, Holger Schoenenbruecher, Brooke Schwartz, Jue Shah, Arlette Shazer, Hansaem Shin, Subash Shrestha, Gregory Siragusa, Daniel Smieszek, Thierry Sofia, Daniele Sohier, Tyler Stephens, Iryna Sybirtseva, Ben Tall, Sandra Tallent, Melody Thompson, Leslie Thompson-Strehlow, Laura Tobilla, Magaly Toro Ibaceta, Mary Torrence, Jean-Philippe Tourniaire, Eric

Tovar, Julie Vantine, Purnendu Vasavada, Diane Walker, Chun Wang, Hong Wang, Ronghui Wang, Xinyue Wang, Benjamin Waring, Pamela Wilger, Tamara Wood, Jacqueline Woods, Jian Wu, Shuang Wu, ZHENG WU, Xingning Xiao, Charles Young, Christine Yu, Edith Zambrana, and Guodong Zhang.
Total Number of Attendees: 193.

Meeting Called to Order: 3:15 p.m., Sunday, July 9, 2017.

Minutes Recording Secretary: Keith Lampel.

Old Business: Attendees were informed of the badge scanning system at the entrance to record attendance. Attendees were also reminded to check their membership profile to either add or delete membership in PDGs.

Pam Wilger made the motion to accept the 2016 ALM minutes. Seconded by Ben Tall.

Tim Jackson, representing the IAFP Board spoke to the members. He reminded to support students who are attending the meeting.

Omar recapped the webinar sponsored by the ALM PDG last year on the complexity of Shiga toxin producing *E. coli* in flour. Speakers in this webinar were Peter Feng, Karen Jinneman, and June Wetherington, all employees of the U.S. Food and Drug Administration.

Omar presented a list of all ALM sponsored symposia for IAFP 2017 that will occur on Monday, Tuesday and Wednesday.

New Business: The following speakers made short presentations:

- Larry Goodridge spoke on *Salmonella* systematics that included 5000 genomes of this genus were sequenced, which included common and rare serovars. Briefly described the process of isolating colonies of strains that led to false positives. The bacterium that gave these results were identified as a *Citrobacter* strain. Specific markers, e.g., *fliC* were found to be highly homologous to *Salmonella*. Also found cryptic phages that yielded false positive results. False negative results led to research on target genes that may influence these results as well that virulence factors were found to be present.
- Lee Ann Jaykus gave an update on NoroCore which is in its final year of funding. The highlight for the past year was the publication of a method to propagate norovirus in culture. However, this method is expensive, somewhat cumbersome and only 3 rounds of replication occur. Better methods are still needed.
- Isha Patel gave an overview of the development and utility of a microarray assay, the *E. coli* Identification array. This array can identify and characterize *E. coli* isolates including O and H serotypes, virulence markers and notably *stx* variants. The assay takes a total of 24 hours which includes 2 hours of hands-on manipulation and only 15 minutes of analysis.
- James Rogers from Consumer Reports presented the current focus of CR to inform consumers about food safety. They are performing some testing of foods which has led to the introduction of the idea of presenting to the consumer risk assessment and a decision tree.

All speakers were asked to submit a summary of their presentation to Omar. Omar provided real-time surveys that concentrated on issues relevant to the ALM PDG.

1. Recommendations for the PDG-Webinars and Symposia. From the survey data from a month ago, only 18 responses out of a total of 400 members were recorded.
2. Several real time surveys were conducted during the meeting to inquire what the membership was interested in, which include topics for discussions, symposium and webinars.
 - a. Topics included: (1) are you planning to submit a symposium proposal; (2) Which topic would you consider; (3) Topics for webinars; (4) Other topics for webinars; (5) Interest groups

Omar mentioned that Symposium proposals are due by Oct. 3, 2017. Keith reviewed the parameters expected for proposals as relayed to chairs and vice chairs at the committee meeting the day before.

A call was made to have the members consider for next year to be a mentor to travel student awardees. They are to contact Susan Smith if interested.

An open discussion followed where participants had the opportunity to suggest topics for sessions for IAFFP 2018. The topics suggested will be compiled by Omar and Keith and shared with the PDG members to help submit proposals for next year's meeting.

Numbered List of Recommendations to the Executive Board:

1. If a full symposium is accepted as a half symposium, please allow for the 6 speakers to talk albeit for 15 minutes. This will enable the organizers to address the subjects of the title of the symposium as designed. Selecting only 3 speakers may not fully address the objectives of the symposium and omit critical talks to that subject.

Next Meeting Date: July 8, 2018, Salt Lake City, UT.

Meeting Adjourned: 4:25 p.m.

Chairperson: Omar Oyarzabal.

Beverages and Acid/Acidified Foods PDG

Attendees: Nathan Anderson, Elizabeth Andress, Karleigh Bacon, David Bauer, Amanda Beitler, April Bishop, Pardeepinder Brar, Fred Breidt, Alexander Bruner, Danika Burnett, Erdogan Ceylan, Mario Estrada, David A French, Jose Fuentes, Alonzo Gabriel, David Gansemer, Mirijam Garske, Alkmini Gavriil, Leon Gorris, Allen Haas, Barbara Ingham, Keith Ito, Ken Janes, Stephen Kenney, John Larkin, Hui Key Lee, Pushpinder Litt, Kathryn Magee, Sandra McCurdy, Kevin Mo, Zahra Mohammad, Valerie Nettles, Wilfredo Ocasio, Mickey Parish, David Park, Nina Parkinson, Frederic Pastori, Phyllis Posy, Samantha Raccanello, L. Jason Richardson, Jena Roberts, Catherine Rolfe, Paula Safko, Katherine Satchwell, Holger Schoenenbruecher, Guy Skinner, Aaron Uesugi, Robert Yarsulik, May Yeow, Jing Yuan, and Edith Zambrana. **Total Number of Attendees:** 51.

Meeting Called to Order: 1:00 p.m. on Sunday, July 9, 2017 by Fred Breidt.

Minutes Recording Secretary: Barbara Ingham.

Old Business: Fred Breidt introduced Wilfredo Ocasio (Covance) as incoming PDG Chair, and Barbara Ingham (University of Wisconsin) as Vice Chair.

Wilfredo expressed thanks to Fred, on behalf of the group, for his years of leadership of the PDG. The Antitrust

Guidelines were read and the Minutes of the July 31, 2016 PDG meeting were unanimously approved.

Two programs were sponsored by the PDG in 2016: An Overview of Emerging Beverage and Process Technologies; and Small Scale Fermentation: is the Consumer at Risk. Both programs were a success.

Two programs are sponsored by the PDG in 2017: July 7–8: Characterization and Identification of Spoilage Causing Fungi offered as a hands-on workshop and was said to have been 'excellent.'

July 10: Developments in Mycotoxin Research: From Methodology to Prevention (S04).

PDG members are encouraged to attend the Monday session.

Mickey Parish gave the IAFFP Board report to the PDG.

New Business: PDG members proceeded to work through the lotus blossom parallel brainstorming to generate ideas for future programs to sponsor. Four topics rose to the top, of which three were more fully developed. The four are:

1. The challenge of challenge studies
 - a. Format: symposium
 - b. Sponsors: Jena Roberts (Novalyze), and May Yeow.
 - c. Topics/speakers:
 - i. Best practices (case studies) and how to practically apply NACMCF guidelines (F. Breidt, B. Ingham).
 - ii. What do I really do? An industry perspective (Leon Gorris – Unilever).
 - iii. Getting to 'yes'. Regulatory perspective on challenge studies. (Susan Brecker, FDA)

(Brainstorming: STEC selection, how to choose cultures for challenge studies, how to design a VALID challenge study for cold-filled acidified foods; key considerations with cold-filled challenge studies, food-based antimicrobials and study design, grouping products to reduce number of studies, scientific justification of 3-logs vs 4-logs vs 5-log reduction of pathogens, Help! For small-scale processors, balancing microbial inactivation and quality deterioration in processed fruit juices, publishing guidelines; role of trade groups and consortia; funding testing or new ways of testing)

2. Real world validation practices and protocols – How do I really get this done?
 - a. Format: symposium
 - b. Sponsor: Jason Richardson, Coca-Cola
 - c. Topics/speakers:
 - i. Requirements for studies – Yinqing Ma (FDA regulatory & definitions), Nate Anderson – FDA validation
 - ii. Industry perspective – Jill Costellow, Malcolm Knight
 - iii. Validation framework – Alvin Lee (IFSH)

*In further discussion, it was felt that Topic 2 might be focused on Low-Acid foods, with acid/acidified addressed under the Challenge Studies topic (#1).

(Brainstorming: surrogate use & stability, media trials for validation, requirements for internal studies for FDA/USDA, comparison of pathogen inactivation rates when different acid used for acidification (citric/lactic/etc), validation design in the ever evolving classification boundaries of products, validation based on product grouping acceptance, validation protocols for low-acid juices, process validation for juices: yes or no?, juice validation using surrogate and predictive modeling in low-acid juices)

3. End-to-end considerations to safely produce clean label low acid/acidified products
 - a. Format: Roundtable and/or webinar
 - b. Sponsors: Dave Park, Katie Satchwell
 - c. Speakers or speaker topics: natural preservatives [possible speaker–Niraj Shrestha (Northland Labs)]; marketing and consumer trends; product developer/R&D specialist; process engineer/process authority; regulatory; food safety specialist/microbiologist

(Brainstorming: beverage processing platforms: next big technology, how process technologies can enhance clean labeling, effective natural antimicrobials for low acid foods – clean label process, challenges with stability and food safety based on consumer demand (clean label), clean labeling for low-acid and acidified beverages: product, process and packaging considerations, food safety concerns with clean label issues, clean label and impact on the industry, natural antimicrobial compounds in beverages combined with emerging process technologies, what technologies are approved by FDA or ready for approval)

4. Acid Resistant Non-Pathogenic Organisms (not further developed)

(Brainstorming: how non-pathogenic spoilage organisms can affect the safety of acidified food; thermophilic, acidophilic bacteria and process methods to control them; predictive modeling tools available for acid-resistant non-pathogen spoilage control in acid foods such as dressings and sauces; detection methods for acidophilic bacteria; *A. acidoterrestris* and pertinent spoilage organism inactivation; emerging spoilage issues with non-guaiacol forming thermophilic acidophilic bacteria).

Recommendations to the Executive Board:

1. The Board should instruct the Program Committee to prioritize PDG program ideas when developing the Annual Meeting program.
2. PDGs should be alerted when a program idea is submitted by an individual or group (outside of the PDG) that would benefit from PDG affiliation/support.
3. The Annual Meeting program (printed and online) should include sponsoring PDGs. The program App should be searchable to include PDG-sponsored programs, i.e., you can search to find all programs sponsored by the Beverages and Acid/Acidified Foods PDG.
4. PDG Chairs and Vice Chairs should be informed as to the fate of suggested programs; currently this information is only sent to the convenors who may, or may not, inform the PDG Chairs and Vice Chairs.

Next Meeting Date: July 8, 2018, Salt Lake City, UT. Two conference calls will be scheduled, one in August and another in September, to fully develop program ideas prior to the October submission deadline.

Meeting Adjourned: 3:00 p.m.

Print Chairperson Name: Wilfredo Ocasio.

Dairy Quality and Safety PDG

Attendees: Siti Aisha Abd Aziz, Mohammed Alhejaili, John Allan, Angela Anandappa, Julie Audy, Norman Bennett, Tom Berry, Sohini Bhatia, David Blomquist, Ismail Boyaci, Alexander Bruner, Elna Buys, James Byam, Julie Carver, Mara Celt, Debra Cherney, Ruplal Choudhary, Kevin Clapper, Roger Cook, Dennis D'Amico, Gregory Danzeisen, Robert Debbout, Sara Diederich, Lindsay Edinger, Carianne Ender-Klaasen, Martin Escamilla, Patrick Fach, Carl Franconi, Jr., Chad Galer, Ted Gatesy, Rusty Gildner, Kathleen Glass, Facundo Gomez Vera, Margaret Good, Michele Gorman, Karen Gregory-Williams, Josephine Greve, Patricia Hanson, Erin Headley, Clint Holsomback, Kristen Houck, Xiao Ping Huang, Nancy Huls, Ingrid Huntley, William Huntley, Oluwatosin Ijabadeniyi, Katherine Ivens, Alex Josowitz, Charles Kalish, Kerry Kaylegian, Laura Keller, Jeffrey Kornacki, Guy Latreille, Hui Key Lee, David Legan, Panos Lekkas, Xinhui Li, Cari Lingle, Stephanie Maggio, Deon Mahoney, Frederic Martinez, Alejandro Mazzotta, Thomas McCaskey, Wendy McMahon, Joseph Meyer, Daniel Monte, Katie Moore, Kellee Mullen, Steven Murphy, Guadalupe Nevarez-Moorillon, Scott Nguyen, Obianuju Nsofor, Taylor Oberg, Mellonie O'Neill, Michele Oostenbrug, Michelle Orner, Rodney Owusu-Darko, Xinyi Pang, Jay Park, Alma Perez-Mendez, Vera Peterson, Raquel Pinto, Phyllis Posy, Kally Probasco, Li Qian, Christophe Quiring, Dawn Raymond, Amy Rhodes, Christine Rock, Deana Rolheiser, Sara Rowland, John Sanders, Allen Sayler, Marc Scantlin, Ronald Schmidt, Shima Shayanfar, Arlette Shazer, Nilay Sheth, Julie Simcox, Dorra Simmons, Steven Sims, Edward Sliwinski, Frederick Stokes, Varalakshmi Sudagar, Yoko Takahashi, Thomas Taylor, Fanny Tenenhaus-Aziza, Dawn Terrell, Michele Theberge, Leslie Thompson-Strehlow, Arleen Tibayan, Tomohiko Tsurumaru, Angela Tuxhorn, Purnendu Vasavada, Diane Walker, Stephen Walker, Dave Wankowski, Jennifer Wasieleski, Edith Wilkin, Sharon Wilson, Zheng Wu, and Qijing Zhang. **Total Number of Attendees:** 122.

Meeting Called to Order 1:04 p.m., July 9, 2017.

Minutes Recording Secretary: Nancy Huls.

1. Welcome by Dawn Terrell (past Chair) and Nancy Huls (Vice Chair). Yvonne Masters was unable to attend so Dawn Terrell officiated the meeting on behalf of Yvonne.
2. Reviewed/read the Antitrust Guidelines.
3. Agenda review – no new items; motion passed to accept the agenda as written.
4. IAFP Board Update – update from Alejandro Mazzotta indicating that the Board will no longer provide PDG Updates.
 - a. Suggested PDG Student awards to encourage participation
5. 2016 Dairy PDG meeting minutes approval written – motion passed.

Old Business:

1. Review of IAFP Dairy PDG Webpage
 - a. Signing up for PDG membership
 - b. Profile updates
 - c. Resources and request for any suggestions of resources

New Business:

1. Reviewed conference call dates and times – call to action to mark calendars for participation.
2. Pocket Guide to Dairy Sanitation is on the IAFP Web site and being downloaded/requested.
 - a. Earlier in the year by E-mail, David Tharp had requested the PDG form a subgroup to review and update the Pocket Guide on or before November 1, 2017.
 - b. Carianne Endert-Klaasen volunteered to lead the update efforts and all volunteers should contact her directly.
 - c. Please reach out to Carianne if you are interested in helping with the edits.
3. IAFP Buddy Program – Dawn Terrell talked briefly about the Buddy Program that was tested as a pilot within the Dairy PDG. Including people signing up during the PDG meeting, a total of 20 people signed up to participate. It was agreed to suggest the program to be adopted by IAFP universally.
4. Chad Galer with Innovation Center for U.S. Dairy gave an overview of the Center work, opportunities to engage and the training and education opportunities.
5. Dairy focus 2017 meeting programming was shared to generate interest in participation.
6. 2018 Dairy program proposal ideas were discussed. Five ideas were generated and organizers identified.
7. Legislative Update:
 - a. John Allan, IDFA, reviewed some updates from the National Conference on Interstate Milk Shipments (NCIMS) meeting including alignment of the Pasteurized Milk Ordinance (PMO) and Food Safety Modernization Act (FSMA) Preventive Controls for Human Food (PCHF).
 - b. David Wankowski, Badgerland Food Safety Solutions, reviewed updates and requirements for the Foreign Supplier Verification Program (FSVP).

Recommendations to the Executive Board:

1. Approve the succession of Yvonne Masters and Nancy Huls to Chair and Vice Chair respectively.
2. Approve the newly-elected Secretary Wendy McMahon.
3. Consideration of implementing the IAFP Buddy Program universally (as an IAFP-wide program), administrated and advertised by IAFP.
4. Program Committee to formally or automatically notify PDG Chair and Vice Chair of any programming content submitted and/or accepted by the Committee for the following year.

Next Meeting Date: July 8, 2018, Salt Lake City, UT.

Meeting Adjourned: 3:04 p.m.

Chairperson: Dawn Terrell (past Chair) on behalf of Yvonne Masters.

Developing Food Safety Professionals PDG

Attendees: Sufian Alkhaldi, Brienna Anderson, Christopher Baker, Stephanie Barnes, Sharon Birkett, Atsadam Boonmee, Chris Boyles, Cheryl Brown, Alexander Bruner, James Byam, Loan Cao, Adam Castillo, Huihui Chen, Jessica Chen, Matthew Coleman, Polly Courtney, Shani Craighead,

Yue Dai, Marlo Darken, Tenille De Souza, Paula Duarte Guevara, Diane Ducharme, Rico Duncan, Madhumeeta Dutta, Martin Escamilla, Justin Falardeau, Khashayar Farrokhzad, Jorge Franco, Samantha Gartley, Tiah Ghostlaw, Kathleen Gonzalez, Julian Graham, Joseph Haymaker, Sarah Hertrich, Ziyi Hu, Qiao Huan, Richard Huang, Lucia James-Davis, Amanda Jones, Charles Kalish, Hillary Kelbick, Laura Keller, Annette Kenney, JinHee Kim, Hal King, David Kloberdanz, Kalmia Kniel, Giannis Koukkidis, Sarah Kozak, Xingchu Li, Caitlinn Lineback, Chip Manuel, Martha Maradiaga-Stone, Claire Marik, Robyn Miranda, Zahra Mohammad, Naim Montazeri, Matthew Moore, Stephanie Morse, Kellee Mullen, Rianna Murray, Claudia Narvaez, James Nasella, Scott Nguyen, Raeya Ogas, Paul Price, Victoria Prunte, Samantha Raccanello, Andrea Ray, David Reyda, Katherine Satchwell, Thomas Saunders, Dina Scott, Subash Shrestha, Avery Smith, Jennifer Stokes, Varalakshmi Sudagar, Ajita Sundarram, Nick Van Lankveld, Adam Vanore, Akhila Vasan, Deklin Veenhuizen, Edward Verosko, Brad Webster, Alyssa West, Chanelle White, Wendy White, Aixia Xu, Lily Yang, and Chee Zheng. **Total Number of Attendees:** 90.

Meeting Called to Order: 3:15 p.m., Sunday, July 9, 2017.

Minutes Recording Secretary: Robyn Miranda.

Old Business: Announcements

- 2017 PDG-sponsored Symposia:
 - A Paradigm Shift in Understanding and Controlling *Salmonella* of the Future.
 - Stories from the Trenches: FDA Inspection after Food Safety Modernization Act (FSMA) Implementation.
 - To join our PDG, go to <https://www.foodprotection.org/dashboard/> and update your affiliations. If you have any trouble with this, please email Jessica Chen or Dina Scott.
 - Join our PDG's LinkedIn Group; search "IAFP Developing Food Safety Professionals PDG", and we'll approve your request. Please submit new content to Matt Moore (mdmoore4188@gmail.com).

New Business: Two Speakers Addressed the PDG:

- Charlie Kalish – Your Survival Toolkit for Food Safety Plan Development
- Hal King – The Learner: The Key to a Successful Career in the Food Safety Profession

It was announced that we are looking for a new Vice Chair in 2018. Nominations were solicited. Elections will be held later in the year.

The group brainstormed ideas for IAFP 2018.

Recommendations to the Executive Board: None.

Next Meeting Date: July 8, 2018, Salt Lake City, UT.

Meeting Adjourned: 5:15 p.m.

Print Chairperson Name: Jessica Chen.

Food Chemical Hazards and Food Allergy PDG

Attendees: Soumen Banerjee, Joseph Baumert, Daniel Behler, April Bishop, Christine Bruhn, John Bruhn, Scott Burnett, Changsun Choi, David Crownover, Charles Czuprynski, Elien De Boeck, Govindaraj Dev Kumar, Andrew

Do, Jeff Edelen, Xuetong Fan, Laurie Farmer, Anthony Flood, Tong-Jen Fu, David Gansemer, Puspo Edi Giriwono, Margaret Good, Steven Gray, Henry Grise, Paul Hanlon, John Heller, Eddy Higa, Xiao Ping Huang, Rosemarie Ilic, Katherine Ivens, Lauren Jackson, Tim Jackson, Liesbeth Jacxsens, Rhoma Johnson, Abdel-Razak Kadry, Sally Klinec, Brian Kraus, Bobby Krishna, Julie Kuruc, Lisa Lucore, Luke Mason, Conor McGauran, Meihua Mo, Mark Moorman, Gerald Moy, Joyce Njoroge, Gregory Paoli, HyunKyung PARK, Jay Park, Juan Ponce de Leon, Eric Puente, Michael Roberson, Jason Robotham, Gerard Ruth, Mike Ryan, Dojin Ryu, Dong Joo Seo, Suqin Shao, Raquel Sobel, Celia Suarez Pantaleon, Steve Taylor, Fanny Tenenhaus-Aziza, Arleen Tibayan, Lilou Van Lieshout, Robert Wagner, Christopher Wells, Dorothy Wrigley, and Kimberly Yeager. **Number of Attendees:** 67.

Meeting Called to Order: 3:15 p.m., Sunday, July 9, 2017. The Meeting called to order by Chair Tony Flood and Vice Chair Paul Hanlon.

Old Business: Upon opening the meeting with welcome and introductions, The Chair reviewed the 2016 PDG recommendations submitted to the IAFP Executive Board. With no changes, revisions and approval of the Board recommendations, the minutes of the 2016 Food Chemical Hazard and Allergy PDG meeting were approved.

Paul Hanlon, Vice Chair, led the meeting with Tony Flood serving as Chair. To fill the position of Vice Chair beginning at IAFP 2018, the Chair suggested a nomination and election process to take place following the conclusion of the Annual Meeting. The process will be conducted via SurveyMonkey. Once elected, the name of the Vice Chair will be sent to the IAFP Executive Board for approval. The Chair encouraged members to submit nominations at any time during the meeting.

Current Business: Paul began an open discussion to encourage dialogue and to assess member interest and the value of the PDG. Individuals discussed a desire to grow professionally and to enhance their level of knowledge from the sessions and networking opportunities that are put forth by the PDG and the food toxicology professionals. The Chair further suggested an online poll or discussion to take place after the meeting to better assess PDG member value. Once compiled and shared with the PDG, the Chair will address and consider any further recommendations for the Board.

IAFP President-Elect Tim Jackson attended the meeting, provided a warm welcome and meeting overview, and positively contributed to the PDG discussions.

The discussion led into an overview of the 2017 PDG sponsored sessions. The PDG is 100% for session submissions and approvals for 2017. They include:

- RT5: What is IARC and CA Prop 65? What on Earth Do They Mean to Me and My Food Safety Program? Co-convended with Food Law PDG, Christie Gray.
- S64: A Roadmap to Food Allergy Safety: A Consensus Report from the National Academies of Sciences, Engineering and Medicine. Co-sponsored with the National Academies of Sciences, Maria Oria.
- S63: Staying Ahead of the Curve: Food Allergen Contamination and Recalls in Today's Global Food System. Co-convended with Sanitation PDG, Bobby Krishna.

Steve Taylor from the University of Nebraska and speaker on the S 64 session, provided a few comments about the importance of food allergens and encouraged everyone to attend.

New Business: A brainstorming session to identify topics for the 2018 Annual Meeting was moderated by the Chair. Key themes that were prominent during the discussion included:

- Risk assessment
- Hazard assessment along the supply chain
- Chemicals
- Allergens
- Transparency
- Consumer and public perceptions
- "Clean"
- Packaging as communications tool
- Hot Topics in Food Safety: Toxicology 101 (or 2.0)
- Pseudo-science
- Global regulations
- Pesticides, pesticide residues and consumers
- US/EU regulations for raw materials and food ingredients
- Antibiotics
- And several others that will be important for submission

Tony and Paul summarized the brainstorming session and solicited interest among attendees to flush out ideas in advance of the Chair, Vice Chair Breakfast scheduled for Tuesday morning. Volunteers will be coordinate among themselves and submit session ideas on or before the submission deadline of October 2, 2018. All submitters are encouraged to consider a collaborating PDG. Initial ideas and individuals will be shared with the PDG at the conclusion of the meeting.

Upon review of the proposed recommendations to the Board, the meeting was adjourned to small groups to flush out 2018 session submissions.

Recommendations to the Executive Board:

1. Recommend that Paul Hanlon will be installed as Chair of the PDG at the 2018 Annual Meeting.
2. Recommend that the Board approve the Vice Chair election to take place via SurveyMonkey after the Annual Meeting.
3. The Chair and Vice Chair would like to solicit input from the PDG to assess member value and expectations of being a member of the Food Chemical Hazard and Food Allergy PDG. The goal is to align sessions, webinars and PDG meetings that meet or exceed member expectations. This will take place via SurveyMonkey. The PDG Chair and Vice Chair will make results available to the PDG and to the Board upon request.

Meeting Adjourned: 5:15 p.m.

Next Meeting: July 8, 2018, Salt Lake City, UT.

Chairperson: Tony Flood.

Food Defense PDG

Attendees: Melanie Abley, Sufian Alkhalidi, Keith Amoroso, Manish Aryal, Fatemeh Ataei, Julie Audy, Karleigh Bacon, Todd Badgley, Jianfa Bai, Angel Barnes Jr., Rick Barney, Colin Barthel, May Frances Bautista, Amanda Beitler, Peter Ben Embarek, Sylvia Bergman, Georg Berns, April Bishop, Zeb Blanton, Neil Bogart, Kenneth Boyer, Veronica Bryant,

Marisa Bunning, Frank Busta, Melanie Butler, James Byam, Allen Byrd, Cigdem Caban, John Carter, Rebecca Catalana, Teen Teen Chin, Kevin Clapper, Angel Conde, Alison Cousins, Meghan Cox, Sally Crowley, Patricia Curtis, Tenille De Souza, Denise DuFresne, Kevin Edwards, Mariem Ellouze, Bertrand Emond, Martin Escamilla, Blanca Escudero-Abarca, Martin Guy Ethy Ethy, Patrick Fach, Xuetong Fan, Faye Feldstein, Kimberly Fisher, Bill Folkerts, Thomas Fortman, Elise Forward, Alexander Fridman, Alejandro Garrido-Maestu, Samantha Gartley, Tiah Ghostlaw, Puspo Edi Giriwono, Jonathan Glynn, Margaret Good, Sarah Gooding (Davies), Michele Gorman, Sheri Governo, Sanjay Gummalla, Brenda Halbrook, Xiao Xu Han, Melanie Harris, Tyler Henry, Sunee Himathongkham, Theresa Holland, Clint Holsomback, Ingrid Huntley, William Huntley, Atef Idriss, Raven Johnson, Trey Kampeter, Mark Kazmierczak, Brenda Keavey, David Kloberdanz, Kathy Knutson, Jaheon Koo, Brian Kraus, William Lachowsky, Marcus Langen, John Larkin, Guy Latreille, Linda Leake, Justin Lee, Martha Limo, Elisangela Lopes, Maria Lovelace-Johnson, James Lucas, David Luedeke, Deon Mahoney, Steven Mandernach, Christopher Mann, Bob Martin, Deborah McIntyre, Adora Christee Mercado, Karen Mertins, Amie Minor, Eric Moore, Paul Morin, Steve Moris, Matthew Morris, James Nasella, Chad Nelson, Ryan Newkirk, Angela Nguyen, Katia Noll, Hilda Nyati, Michele Oostenbrug, Ynes Ortega, Andrea Ottesen, Don Pagh, Mangesh Palekar, Mickey Parish, Michael Perry, Randall Phebus, Suresh Pillai, Lori Pivarnik, Sarah Potter, Gale Prince, Li Qian, Mira Rakic Martinez, David Rasmussen, Amy Rhodes, Michael Roberson, Helen Roberts, Luis Rodriguez, Oscar Rodriguez-Gonzalez, John Sanders, Katie Satchwell, Allen Saylor, Donna Schaffner, Dina Scott, Jenny Scott, Chuck Seaman, Natalie Seymour, Anthony Shaw, Julie Simcox, Guy Skinner, Daniel Smith, Brian Stegmann, Tori Stivers, Celia Suarez Pantaleon, Juming Tang, Michele Theberg, Hung King Tiong, Angela Tuxhorn, Lidia Valdes, Jennifer van de Ligt, Nick Van Lankveld, Lilou Van Lieshout, Roxana Vasilescu, Edward Verosko, Cynthia Villacorta, Xinyue Wang, William Weichelt, Frances Widjaja, Edith Wilkin, Zhinong Yan, and Alex Zeman.

Number of Attendees: 162.

Meeting Called to Order: 10:00 a.m., Sunday, July 9, 2017.

Minutes Recording Secretary: Oscar Rodriguez-Gonzalez.

Old Business:

- The Antitrust Guidelines were reviewed and accepted by the group.
- All persons in attendance at the commencement of the meeting introduced themselves.
- Mickey Parish (IAFP President-Elect) spoke about PDGs, meeting attendance, submission of proposals, educational plans, about student involvement in PDGs and creating programs for competition and recognition of student efforts.
 - The 2016 Symposia were reviewed, and ideas reviewed.
 - Board responses to previous recommendations from 2016 were reviewed.
 - The 2017 Symposia were reviewed and included;
RT2 – Hear All About It: Managing a Crisis

S22 – Defining, Capturing, and Assessing the Vulnerability of the Food Supply to Economically Motivated Adulteration (EMA) and Food Fraud

S56 – Chemical and Microbial Risk Assessment: Similarities and Differences

S59 – Combatting Bioterrorism: How Select Agent Testing Laboratories are Staying One Step Ahead of the Bad Guys

P1 – Poster session 1 - Food Defense

New Business:

- Membership was reminded that proposals for IAFP 2018 are due on 03-OCT-2017.
- <https://goo.gl/forms/2GfSIQRV6gykjAwr2>
- 100 Surveys were distributed; the response rate was around 10%.
- Members were informed that the next IAFP Annual Meeting is going to be in Salt Lake City, UT.
- Ryan Newkirk (FDA) and Colin Barthel (FDA) spoke about the Intentional Adulteration (IA) rule.
- The ideas for session proposals included:
 1. Cyber threats and cybercrime – recycle proposal from previous year by Campden BRI. Additional ideas included internet of things (IoT), block chain, and cyber threats by Deloitte Consulting personnel.
 2. Criminal activity and risk identification
 3. FBI collaborations (Infragard), and response to criminal activity – <https://www.infragard.org/Application/General/Branch?id=48>
 4. Social media and food defense by various
 5. Food Trucks (cottage production) and food defense by various
 6. International Food Defense – Challenges and Success via Case Study of interagency collaboration across the globe
 7. Vulnerability Assessments
 8. Intentional Adulteration Rule – continued progress on the regulation from FDA

Recommendations to the Executive Board:

1. PDG recommends no changes to the mission statement.
2. Recommend the approval of Oscar Rodriguez-Gonzalez as Chair of the Food Defense PDG for 2018–2020.

Next Meeting Date: July 8, 2018, Salt Lake City, UT.

Meeting Adjourned: 12:00 p.m.

Chairperson: Jennifer Pierquet.

Food Fraud PDG

Names of Attendees: Brian Bedard, Peter Ben Embarek, Sharon Birkett, Neil Bogart, Ismail Boyaci, Sandra Chaves, Dongjie Chen, Jeff Chilton, Stoyka Chipeliakova, Kevin Edwards, Bill Folkerts, Elise Forward, Mario Gadanho, Brian Giannini, Ramin Khaksar, Jaheon Koo, Linda Leake, Charlotte Liang, Juer Liu, Jesse Miller, Melanie Neumann-Cherney, Quynh-Anh Nguyen, David Park, Randall Phebus, Sophie Pierre, Lawrence Platt, Samantha Raccanello, John Sanders, Aurora Saulo, Donna Schaffner, Joe Scimeca, Sokriith Sea, Steven Sklare, Gary Smith, Arleen Tibayan, Carl Turcotte, Jennifer van de Ligt, Xinyue Wang, Benjamin Waring, and Lisa Weddig. **Total Number of Attendees:** 40.

Meeting Called to Order: 3:20 p.m., Sunday, July 9, 2017.

Minutes Recording Secretary: Neil Bogart.

Old Business: None.

New Business:

- Review of PDG's name
 - Open up for comments.
 - Members agreed to "Food Fraud."
 - Upon vote, members approved.
 - Introduction to the proposed PDG's Mission.
- Opened up to body for comments and agreement.
 - New mission:
 - We are a multidisciplinary forum for open discussion and exchange of information among collegiate, regulatory and industry regarding the unique challenges associated with the developing area of food fraud; including, food safety and economic implications.
- Members agreed to the new mission statement, with the understanding we can propose changes if necessary as we define our full scope of deliverables to the IAFP membership.
- Scope development:
 - We agreed to develop the scope after the convention during our first membership phone calls.
- PDG Chair & Vice Chair election:
 - Neil Bogart was nominated by Bill Folkerts for the PDG Chair
 - No other members were nominated.
 - Unopposed, Neil Bogart was elected as PDG Chair by the membership body.
 - Numerous members nominated Steven Sklare as PDG Vice Chair
 - No other members were nominated.
 - Unopposed, Steven Sklare was elected as PDG Vice Chair by the membership body.
- We agreed to develop a webinar and *FPT* submission in the first 60-days after the completion of the 2017 IAFP Annual Meeting. The webinar and *FPT* submission will be the start of our educational goals for the IAFP membership body about Food Fraud.
- We agreed to develop symposia, roundtable, technical sessions and workshop proposals for the 2018 IAFP Annual Meeting after we define our scope.

Recommendations to the Executive Board:

1. We ask that the Board approve the newly developed Food Authenticity and Integrity PDG with the following changes addressed in items 2-4.
2. We ask that the Board approve the PDG's name change from "Food Authenticity and Integrity PDG" to "Food Fraud PDG." The members felt that the masses would understand this name better, especially in the international arena. We felt it would be better to address authenticity and integrity in the drivers/scope.
3. We ask the Board to approve the PDG's new mission statement: The mission of the Food Fraud PDG is to serve as a multidisciplinary forum for open discussion and exchange of information among collegiate, regulatory and industry regarding the unique challenges associated with the developing area of food fraud, including food safety and economic implications.

4. We ask that the Board approve Neil Bogart as the elected PDG Chair and Steven Sklare as the PDG Vice Chair.

Next Meeting Date: July 8, 2018, Salt Lake City, UT. We plan to have a conference call within the next 30 days following the 2017 IAFP Annual Meeting.

Meeting Adjourned: 5:15 p.m.

Chairperson: Neil Bogart.

Food Hygiene and Sanitation PDG

Names of Attendees: Frederick Adzitey, Sultan Al Tahir, Angela Anandappa, Dan Anderson, Jeff Anderson, Bassam Annous, April Bishop, Rachael Blevins, Michelle Bogda, Hannah Bolinger, Ismail Boyaci, Elizabeth Bradshaw, Richard Brouillette, James Byam, Cigdem Caban, Huihui Chen, Angel Conde, Frederick Cook, Roger Cook, Vanessa Cranford, Cecilia Crowley, Yue Dai, Ken Davenport, Yiran Ding, Denise DuFresne, Madhumeeta Dutta, Bertrand Emond, Yaohua Feng, Robin Forgey, Robert Fuller, Mike Garrison, Ireneusz Gasienica, Charles Giambone, Facundo Gomez Vera, Sarah Gooding (Davies), Sheri Governo, Duane Grassmann, Karen Gregory-Williams, Leena Griffith, Dale Grinstead, Hillary Hagan, Margaret Hardin, Ashley Hartzog, Kenichi Higashiyama, Theresa Holland, Clint Holsomback, Jason Horn, Kirsten Howe, Ingrid Huntley, William Huntley, Alison Hurysz, Atef Idriss, Todd Ireland, Matle Itumeleng, Armitra Jackson-Davis, Ken Janes, Lee-Ann Jaykus, Lotte Jensen, Chris Johnson, Raven Johnson, Alex Josowitz, Trey Kampeter, Amit Kheradia, Kathy Knutson, Jeffrey Kornacki, Shira Kramer, Yale Lary, Craig Ledbetter, Glenda Lewis, Qin Liu, Julia Logsdail, Elisangela Lopes, Maria Lovelace-Johnson, James Lucas, Lisa Lucore, Stephanie Maggio, Thomas McCaskey, Rob Middendorf, Nathan Mirdamadi, Billy Mitchell, Eric Moore, Gerardo Morantes, Tetsuya Mori, Nadia Narine, Claudia Narvaez, James Nasella, Yemi Ogunrinola, Amechi Okereke, James O'Neal, Don Pagh, Jay Park, Monica Pava-Ripoll, Alli Pearson, Anne-Marie Perchee - Merien, Vera Peterson, Ruth Petran, Chuck Pettigrew, Zhang Qi, Li Qian, Mingyu Qiao, Tian Ren, Evan Rosen, Oscar Santos, Allen Saylor, Michele Sayles, Donna Schaffner, Dina Scott, Chuck Seaman, Anthony Shaw, David Shelep, Tracey Sinclair, Debra Smith, Rafael Solis, Aswathi Soni, Erika Stampoulos, Irshad Sulaiman, Christine Summers, Katherine Swanson, Yoko Takahashi, Kenjiro Takano, Aparna Tatavarthy, Lisbeth Truelstrup Hansen, Tomohiko Tsurumaru, Lidia Valdes, Xinyue Wang, Paul Winniczuk, Zhinong Yan, Guodong Zhang, and Xuan Zhang. **Total Number of Attendees:** 129.

Meeting Called to Order: 8:00 a.m., Sunday July 9, 2017.

Minutes Recording Secretary: Nadia Narine.

Old Business:

1. PDG activities in 2016-2017 Webinars
 - a. Jan 6th Evan Rosen – Clean in Place Addressing Key Principles of Design/Operation and Dispelling the Myths
 - b. March 23rd Bassam Annous – Biofilm and Food Safety
 - c. April 28th Atef Idriss – Effective Swabbing for ATP & AMP for Better Hygiene
 - d. May 25th Zhinong Yan China's Food Safety System in the Year of the Rooster
 - e. June 8th John Butts – Environmental Monitoring Best Practices

- f. June 29th Deb Smith – The Hygienic Design of Food Industry Cleaning Brushes
2. PDG Symposia IAFP 2017:
- How Does GFSI Audit Criteria for Sanitation, Hygiene and Environmental Sampling Compare to FSMA Requirements?
 - Strategies for Effective Hygienic Zoning.
 - Empowering Food Laws in Emerging Economies.
 - Development of Microbiological Criteria as Indicators of Process Control or Insanitary Conditions: A Summary of the Report Prepared for the United States Department of Defense by the NACMCF.
 - Novel and Not so Novel Cleaning and Sanitizing Methods.
 - All You Wanted to Know about Viral Hand Sanitizers and Were Afraid to Ask.

New Business:

Opening remarks and farewell by Yale Larry.
 Antitrust Guidelines read by Vanessa Cranford.
 A motion made by Vanessa Cranford and seconded by Dale Grinstead to accept the 2016 minutes was approved.

- Vanessa thanked outgoing Chair Yale Larry for his hard work and leadership of the PDG in the last year for the PDG activities that were accomplished.

Presentations (15 min):

- a. Purnendu Vasavada – Sanitation and How It Applies to Regulation.
 - Discussion on FSPCA and training.
- b. Evan Rosen – CIP Cleaning.
 - Question is there a difference between CIP and manual cleaning, is one better than the other?
 - Suggestion for sanitation and the cleaning practices are they actually working. – Possible topic for 2018.

Symposia/ Workshop/Ideas 2018:

1. Chuck Pettigrew: How well do we understand the current microorganisms in a food plant?
 - Analysis that can be used to determine if the flora changes.
 - What is considered resident vs. non-resident flora?
 - How can you determine when you have a new organism?

Volunteers for collaboration: Ken Davenport, Dale Grinstead, Ruth Petran, Jeff Kornacki. Evan Rosen. David Shelep, Allyn, and Alex Josowitz.
2. Vanessa Cranford: Workshop prior to the IAFP 2018 Annual Meeting and Whitepaper
 - In each industry sector there may be pieces of equipment or tools that best practices through experience have determined for cleaning.
 - White paper on best practices of cleaning specific pieces of equipment.
 - Discussion from the group a need exists for writing an effective SSOP and template outline.
 - Discussion from the group for a need for a risk factor assessment.
 - How do we write good procedures?

- Vanessa also discussed webinars to be offered at night that could reach the targeted audience of those cleaning he plant on fundamental topics in basic sanitation.
- Volunteers for collaboration: Duane Grassmann and Lisa Lucore.

1. Nadia Narine: Low Moisture Cleaning and CIP partner with Low Moisture PDG. Partner with Food Service and Retail – Symposium and workshop – Brian Nummer at Utah State University
 - Who is the audience for this – QA/Operators, suggestions to reflect various roles in facilities e.g., QA, operations, engineering.
 - For IAFP 2018 on CIP Cleaning – foodservice and retail.

Volunteers for collaboration: Dave Bloomquist, Duane Grassmann, Nathan Mirdamdi, and Maria Aba Lovleace-Johnson.
2. Yale Larry: Validation of equipment and how to determine when a plant is ready to start up production again. Potential partnering with the Viral and Parasitic PDG on this topic content. Symposia and Webinar
 - How to determine if a plant is clean and validated for cleaning?
 - What are the steps to consider when a virus is involved?
 - How to prove that cleaning was effective?
 - ATP effectiveness on spores or virus.
3. Allan Saylor: Hygienic Zoning to discuss the principles of hygienic zoning and also including an international perspective. Symposia development on this topic and then also to create a white paper on hygienic zoning
 - What is the product and people flow required for hygienic zoning for including microbial and allergen control.
 - Difference in process flows and the impact and varying food categories.
 - RTE vs HR, HC, vs, GMP, Enclosed, low risk, etc.

Working on:

Volunteers for collaboration: Kathy Knutson
4. Jeff Kornacki: Elements of what would be needed to assist a plant after being shut done by regulatory.
 - Collaborating with an FDA rep in the symposia.
 - Speaker who has gone through this and how they dealt with this.
 - Could include a consultant.
 - Should consider international recalls as well not just Americas.
 - Including financial impact of what costs vs preventative measures costs.

Volunteers for collaboration: Vanessa Cranford and Michelle Sayles.
5. Lisa Lucore: Sanitarian tactical aspects of doing sanitation, risks that these individuals face. A certification process for sanitation cleaning.
 - It was discussed among the PDG this is a great idea but difficult to accomplish through the PDG as it would require a detailed process and management approach for sanitation certification.
 - The group will have the ability to perform webinar training.
 - Lisa will provide details of this information of works previously performed for the PDG to determine what options are possible for consideration.

Volunteer for Collaboration: Tracey Sinclair, Angela (Alliance for Advance Sanitation – Nebraska) Kathy Knutson, Hillary Hagan, Richard Brouillette

6. Aparna Tatavartmy, and Vanessa Cranford. FDA-Transportation – symposia/webinar-trailers. Trucks, reefers, bulk shipment, liquid bulk vessels, including allergens.
 - The group discussed the importance of this topic and the need for a timely webinar.
 - To then be followed with a symposia to be developed and created for 2018Volunteers for collaboration: Michelle (Pet Food), Ken Davenport and Michele Sayles.
7. Zhinong Yan: Shared the topic with Chair and Vice Chair regarding the importance for discussing the topic on sanitation on e-commerce.
 - Webinar for the development on this topic to be discussed on the next PDG call.

Recommendations to the Executive Board:

1. Making symposia searchable on the app by PDG for 2018.
2. Post the agenda for each PDG meeting on the app so that participants can plan their attendance agenda.
3. Recommendation to Board to switch roles Nadia Narine (Secretary) to replace Ken Davenport as Vice Chair (Ken has a conflict as Chair of the Packaging PDG).

Next Meeting Date: July 8, 2019, Salt Lake City, UT. Conference call for August 2017.

Meeting Adjourned: 10:00 a.m.

Chairperson: Vanessa Cranford.

Food Law PDG

Names of Attendees: Melanie Abley, Pamela Abney, S. Balamurugan, DeAnn Benesh, Sohini Bhatia, Meseret Birhane, Michelle Bogda, Betsy Booren, Robert Brackett, Annemarie Buchholz, Erin Burdette, James Byam, Cigdem Caban, Sarah Cahill, Jessica Collado, James Cook, Jack Cooper, Darlene Cowart, Alvin Crosby, Sally Crowley, Carl Custer, Andrew Do, Dorothy Dupree, Ashley Eisenbeiser, Kerri Gehring, Chao Gong, Margaret Good, Leon Gorris, Christie Gray, Sanjay Gummalla, Susan Hammons, Craig Henry, Sandra Hoffmann, Ingrid Huntley, Atef Idriss, Kari Irvin, Priyamvada Kadam, Kathy Knutson, Mark Kreul, Panos Lekkas, Cynthia Leonard, Glenda Lewis, Martha Limo, Simone Machado, Deon Mahoney, Joseph Meyer, Rosetta Newsome, Giselle Nunes, Hilda Nyati, James O'Donnell, Don Pagh, Mickey Parish, Evelyn Pereira, Brian Perry, Li Qian, Barbara Rasco, Beth Riffe, Oscar Santos, Katherine Satchwell, Renee Schwartz, Jenny Scott, Chuck Seaman, Sol Shaikh, William Shaw, Jr., Dana Sizing, Philip Steinbrunner, Gloria Swick-Brown, Lidia Valdes, Daniel Vassar, Xinyue Wang, Christina Wilson, and Peipei Zhang. **Number of Attendees:** 72.

Meeting Called to Order: 3:20 p.m., Sunday, July 9, 2017.

Christie Gray, Chairperson, opened the meeting expressing gratitude to participants, showing the agenda, and inviting introductions via an alternative, ice breaker approach.

Individuals introduced themselves to a person sitting next to them and shared what they enjoy about their work. This was followed by each person introducing the person sitting next to them and sharing the information conveyed in their conversations.

Minutes Recording Secretary: Rosetta (Rosie) Newsome, Vice Chair-elect, subject to Board approval, prepared the minutes of the meeting.

Board Liaison Welcome, Comments: Mickey Parish, Board Liaison, gave an official welcome from the Board to the group and made a few comments. The Board asks the PDGs to think about ways to enhance recognition, beyond the oral and poster competitions, for the IAFFP student members. More than 400 students are in attendance of the 2017 IAFFP meeting. Also, the Board encourages PDGs to consider topic ideas for webinars.

Review of Antitrust Guidelines: Christie Gray reviewed the Antitrust Guidelines, showing them visually and speaking to them verbally.

Old Business:

A motion was made, seconded, and carried to approve the minutes of the 2016 meeting with correction of the meeting date typo to July 31, 2016.

The seven sessions on the 2017 IAFFP annual meeting program that have connections to the Food Law PDG were noted. They are:

- S13 – Global Dairy Indicators (Coliform vs. *Enterobacteriaceae* vs. Other Indicators): Their Value, Regulatory Impact and Effect on Global Trade. DeAnn Benesh and Deon Mahoney.
- S01 – STEC Regulation: What is Needed in Global Food Trade? Patrice Arbault, Roger Cook and Ian Jenson.
- RT5 – What is IARC and CA Prop 65? What on Earth Do They Mean to Me and My Food Safety Program? Christie Gray, Anthony Flood, David Crownover.
- RT4 – Artisanal Food Processing and Food Safety. Carl Custer.
- RT13 – Variations on a Theme: The Basis and Consequences of Inconsistent *Listeria* spp. Standards in Global Regulation. Leon Gorris, Tim Jackson, Jane Van Doren.
- S69 – Empowering Food Laws in Emerging Economies. Atef Idriss, Emeffa Monu.
- RT6 – Can Industry and Government Take Safe Food Handling and Preparation Risks Out of the Hands of the Consumer? Nicole Arnold, Lily Yang, Cameron Bardsley, and Stephanie Barnes.

Data were presented on proposal submission and acceptance rates for the 2017 program: 74 of 114 symposia proposals submitted were accepted; 14 of 33 roundtable session proposals submitted were accepted; 5 of 10 workshop proposals submitted were accepted.

New Business:

A motion was made, seconded, and passed to make a recommendation to the Board that Rosie Newsome be approved as incoming Vice Chair.

Christie Gray commented that individuals may opt to join any PDGs of interest via an online mechanism.

Carl Custer mentioned suggestions for enhancing the meeting symposia development process. He suggested that those who are interested in symposia connect and communicate with others to develop them, and to do so early on well in advance of the October 3, 2017 deadline for the 2018 program.

Christie Gray invited topic ideas for future programming, and she mentioned development of a spreadsheet that is being used to enhance the program development process. Several topic ideas were shared, most of which generated some discussion. The topics ideas that were raised are:

- New food paradigms and challenges arising with new food laws.
- Recent changes in the regulatory field.
- Regulations beyond FDA and USDA pertinent to the food industry (e.g., beyond the familiar regulatory law of FDA and USDA/FSIS to other federal laws, and other U.S. laws such as those at the state level, and agricultural, civil, inheritance, and tax law) Bob Buchanan would be willing to help with a session.
- Food system globalization issues (e.g., origin of contaminants, how value chains emerge, increasing temperatures, food safety at point of origin of foods).
- International trade and *Salmonella*.
- Food safety, law, and information disclosure. This idea may be best suited to a roundtable format.

It was noted that some topics of potential interest were identified in 2016, and might be suitable for reconsideration, with strengthening. These include:

- Issues in food safety negligence
- How underdeveloped consumer food safety knowledge affects implementation of food laws in developing nations
- Considerations in evaluating certain dated rules for either updating or elimination, and unintended consequences of changes in regulatory actions or developments (e.g., the trichinae rule relating, pork cooking temperature and unintended consequences of cooking behavior, legal basis of D values)
- FSMA follow up (e.g., regarding the specific rules, challenges specific to some parts of the world, how they apply throughout the different parts of the industry). The suggestion was made to consider partnering with FDA for this.

A comment was offered that a number of these topics may be suitable for partnering with the International PDG to organize.

Christie Gray commented that there is a new web form that will be used to capture the topic ideas when the minutes are submitted. The new form will aid communication and collaboration among PDGs. The information needed for completing the form is: sponsoring PDG; contact name, email, and phone number; proposed session title, description, keywords, and type; and other relevant PDGs.

Christie Gray recommended that the PDG make an effort to organize one webinar for next year.

Recommendations to the Executive Board:

1. Recommend approval of Rosetta Newsome as Vice Chair of the Food Law PDG beginning at the IAFP 2017 Annual Meeting.

Next Meeting Date: July 8, 2018, Salt Lake City, UT.

Meeting Adjourned: The meeting was adjourned at 4:40 p.m.

Print Chairperson Name: Christie Gray.

Food Packaging PDG

Attendees: S. Balamurugan, Omari Bandele, Christine Bruhn, John Bruhn, Teen Teen Chin, Stoyka Chipchakova, Ruplal Choudhary, James Cook, Roger Cook, Jack Cooper, Charles Czuprynski, Ken Davenport, Cynthia Ebner, Anthony Flood, Nicholas Forshee, Alexander Fridman, Xin Gao, Dale Grinstead, Xiao Xu Han, Upasana Hariram, Ryan Harrolle, Kenichi Higashiyama, Yung-Chen Hsu, Tony Jin, Trey Kampeter, Linda Leake, Wan Mei Leong, Maria Lovelace-Johnson, Conor McGauran, Chad Nelson, Chuck Pettigrew, Flor De Maria Ponce Urbina, Christopher Popham, Mingyu Qiao, Tian Ren, Aurora Saulo, Aswathi Soni, Juming Tang, Carl Turcotte, and Kimberly Yeager. **Number of Attendees:** 40.

Meeting Called to Order: 1:00 p.m., Sunday, July 9, 2017.

Minutes Recording Secretary: Nicholas Forshee.

The IAFP Antitrust guidelines were reviewed.

The PDG's Board Liaison, Roger Cook, provided an update to the PDG. The board would like more member participation in PDG's and IAFP activities. He also expressed the need from members to help get more students involved.

Old Business: The minutes of 2016 Annual Meeting can be found online at <https://www.foodprotection.org/upl/downloads/get-involved/committee-minutes/2016.pdf>. Recommended that all members review these notes and reach out to Ken or Nick with any questions, suggestions, or concerns.

Reviewed symposia submitted/accepted by the PDG for this year's conference: Let's Get Active Symposia, Cynthia Ebner, Dale Grinstead, Upasana Hariram

Reviewed symposia occurring at this year's conference that may be of interest to PDG members.

New Business:

The PDG was interested in more information regarding reimbursements or financial assistance IAFP may provide for invited speakers. Nick and Ken to get updated information and provide feedback to the PDG.

Used the Lotus Blossom concept for brainstorming symposia ideas. Output listed below. Any people named below are to further research and develop their topics and be able to provide a report on a PDG call to be scheduled by Nick and Ken for early August.

Symposia Ideas

Nanomaterials: Organizer: Linda Leake.

Topics:

1. Regulations/Guidance – speaker suggestions: Teresa Croce or Mike Adams (both FDA)
 - a. Nano vs non-Nano (definition)
2. Benefits of Nanotechnology
 - a. Antimicrobial Properties – Charles Czuprynski
 - b. Biosensor for pathogens and spoilage

3. Drawbacks
 - a. Toxicity & Evaluation Methods
 - b. Testing & characterization of nano-migration
 - i. Speaker suggestion: Tim Duncan (FDA)
 - c. Public Perception
 - d. Sustainability
 - a. Examples BPA, plasticizers
 - b. Testing technology, toxicology & medical safety concerns
 - c. EPA testing protocols
3. Working with new/small suppliers
4. FSMA compliance, testing requirements

Note: Collaborate with Food Chemical Hazards and Food Allergy PDG?

Recycled Packaging: Organizer: none identified.

Topics:

1. Impact of Recycling Rework in Food Safety
2. Chemical Carryover and Toxicology
3. Incompatible Resins
4. Food Law Issues

Intelligent Packaging: Organizer: Cynthia Ebner, Greg Fridman, and Wan Mei Leong

Topics:

1. Tracking
 - a. RFID
 - b. Data Analytics
 - c. Real-Time Information
2. Microbial Sensing
 - a. Shelf-life Determination
 - b. Spoilage Sensing
 - c. Pathogen Detection
3. Authenticity/Quality
 - a. Authenticity Testing/Assurance (food/brand defense)
 - b. Tampering/Food Defense
 - c. Nutritional Information

Sterilization in Packaging: Organizers: Greg Fridman, Alex Fridman, and Tony Jin.

Topics:

1. Plasma Processing (smart packaging, plasma treatment for gas permeability)
2. HPP & Pasteurization in Packaging
3. Antimicrobial Packaging

Common Packaging Failures: Organizers: none identified.

Topics:

1. Failure Modes
 - a. Seal, Leakers, Pin Holes, improper barrier
2. Testing Technology
3. Lid/cap torque pressure
4. How to open a vacuum package

Packaging: Toxicology and Regulations: Organizers: Cian O'Mahony, Kim Yeager, Omari Bandele (FDA), and Carl Turcotte.

Topics:

1. General information
 - a. What is Food Grade – Is It Science Based
 - b. Migration from Packaging and Ink
 - c. Volatiles & Set-off
 - d. Choking Hazards
 - e. Nanomaterial Regulations
 - f. Micro
 - g. International Difference on Regulatory Compliance
 - EU, China, Japan, U.S.
 - h. FSMA and Import Packaging Compliance
2. Endocrine disruptors

BPA Alternatives: Organizers: Kim & Tony

Labeling and Communications: Organizers: None identified.

Topics:

1. Lack of labeling
2. Safe handling communications
3. Use of QR codes to link data
4. Enhancing readability of safety-related information
5. Origin/traceability for consumers
6. What does shape and construction communicate to consumers – non-verbal communication to customers
7. Allergen labeling and precautionary labeling globally

Recommendations to the Executive Board:

1. The Food Packaging PDG recommends that the IAFP invest in updating the IAFP App to make symposia searchable by the sponsoring PDG to better enable members to quickly filter the symposia for content. Furthermore, update the hard copy books so that the sponsoring PDG(s) are listed along with the organizer/convener/etc.

Next Meeting Date: July 8, 2018, Salt Lake City, UT. Additional Food Packaging PDG conference calls to be scheduled by Ken Davenport and Nick Forshee.

Meeting Adjourned: 2:10 p.m.

Chairperson: Kenneth Davenport.

Food Safety Assessment, Audit and Inspection PDG

Attendees: Melanie Abley, Pamela Abney, S. Balamurugan, DeAnn Benesh, Sohini Bhatia, Meseret Birhane, Michelle Bogda, Betsy Booren, Robert Brackett, Annemarie Buchholz, Erin Burdette, James Byam, Cigdem Caban, Sarah Cahill, Jessica Collado, James Cook, Jack Cooper, Darlene Cowart, Alvin Crosby, Sally Crowley, Carl Custer, Andrew Do, Dorothy Dupree, Ashley Eisenbeiser, Kerri Gehring, Chao Gong, Margaret Good, Leon Gorris, Christie Gray, Sanjay Gummalla, Susan Hammons, Craig Henry, Sandra Hoffmann, Ingrid Huntley, Atef Idriss, Kari Irvin, Priyamvada Kadam, Kathy Knutson, Mark Kreul, Panos Lekkas, Cynthia Leonard, Glenda Lewis, Martha Limo, Simone Machado, Deon Mahoney, Joseph Meyer, Rosetta Newsome, Giselle Nunes, Hilda Nyati, James O'Donnell, Don Pagh, Mickey Parish, Evelyn Pereira, Brian Perry, Li Qian, Barbara Rasco, Beth Riffe, Oscar Santos, Katherine Satchwell, Renee Schwartz, Jenny Scott, Chuck Seaman, Sol Shaikh, William Shaw, Jr., Dana Sizing, Philip Steinbrunner, Gloria Swick-Brown, Lidia Valdes, Daniel Vassar, Xinyue Wang, Christina Wilson, and Peipei Zhang. **Number of Attendees:** 120.

Meeting Called to Order: 3:15 p.m., Sunday, July 9, 2017.

Minutes Recording Secretary: Patricia Wester, Organizing Chair and LeAnn Chuboff.

Old Business: None.

New Business:

1. Welcome, introductions and purpose of meeting.
 - a. Determine interest in the establishment of a PDG focused on auditing/inspections.

2. Reviewed Mission Statement – minor modifications suggested. Motion and second to accept. Vote results – Mission statement approved.
3. Motion to form the new PDG was seconded and approved by vote.
4. Request for Vice Chair nominations with final election TBD via internet/email.

Recommendations to the Executive Board:

1. Recommend the Board approve the formation of this new PDG.
2. Recommend approval of the following Mission Statement: To provide an International forum for the open exchange of information among peers on the unique scientific and technical challenges associated with food safety assessments, audits and inspections, and encourage development of best practices and educational opportunities that improve the acquisition and application of the knowledge, skills and abilities relevant to assessing, auditing and inspecting food safety.
3. Recommend approval of Patricia Wester as Chair.

Next Meeting Date: July 8, 2018, Salt Lake City, UT.

Meeting Adjourned: 5:20 p.m.

Chairperson: Patricia Wester.

Food Safety Culture PDG

Attendees: Abebe Abera, Sultan Al Tahir, Dan Anderson, Manish Aryal, Danielle Balay, Brita Ball, Angel Barnes Jr., May Frances Bautista, Mark Beaumont, Brian Bedard, Peter Ben Embarek, Roy Biggs, Sharon Birkett, Zeb Blanton, Rachael Blevins, Diane Borland, Renee Boyer, Pardeepinder Brar, Phil Bremer, Janet Buffer, Allen Byrd, Cigdem Caban, Stoyka Chipchakova, LeAnn Chuboff, Andrew Clarke, Jessica Collado, Alison Cousins, Darlene Cowart, John Crabill, Courtney Crist, Brandi Crockett, Patricia Curtis, Elien De Boeck, Katherine Di Tommaso, Minh Duong, Sarah Durham, Madhumeeta Dutta, Leanne Ellis, Bertrand Emond, Ellen Evans, Savana Everhart, Paula Fedorka-Cray, Shelley Feist, Faye Feldstein, Yaohua Feng, Bill Folkerts, Elise Forward, Robert Fuller, Monica Galleguillos, Serena Giovinazzi, Puspoo Ediriwono, Margaret Good, Sarah Gooding (Davies), Bob Gravani, Alison Griffino, Hillary Hagan, Brenda Halbrook, John Helferich, Craig Henry, Joe Holt, Jason Horn, Kirsten Howe, Richard Huang, Atef Idriss, Liesbeth Jacxsens, Lone Jespersen, Cindy Jiang, Megan Kenjora (Guilford), Jang Ho Kim, Kathy Knutson, Lori Kora, Brian Kraus, Bobby Krishna, Julie Kuruc, Dan Lasic, Shelli Laskowitz, Gerald Lekan, Richard Likin, Eunseob Lim, Martha Limo, Lauren Lipcsei, James Lucas, Deon Mahoney, Christopher Mann, Michele Manuzon, John Marcy, Barb Masters, Joyce McGarry, Deborah McIntyre, Adora Christee Mercado, Ron Millar, Nathan Mirdamadi, James Nasella, Laura Nelson, Melanie Neumann-Cherney, Katia Noll, Chris Okolo, James O’Neal, Andrea Palazuelos, Mickey Parish, Brian Perry, Randall Phebus, Stephanie Pollard, Kinsey Porter, Gale Prince, Taylor Radke, S. G. D. Nagalakshmi Reddi, Beth Riffe, Michael Roberson, Deana Rolheiser, Jairo Romero, John Russell, Joyjit Saha, Oscar Santos, Aurora Saulo, Lester Schonberger, Sokriith Sea, Darren Shaddock, Jue Shah, Tracey Sinclair, Brittany Singh, Dana Sizing, Peter Slade, Daniel Smith, Justin Smith, Michael Taylor, Mary Tegomoh, Januana Teixeira, Ellen Thomas, Hung King Tiong, Lidia Valdes, Nick Van Lankveld, Akhila Vasan, Purnendu Vasavada, Christine

Venema, Edward Verosko, Carol Wallace, Steve Warshawer, Trudy Wassenaar, William Watts, Wendy White, Frances Widjaja, Andrew Wilson, Zhinong Yan, and Frank Yiannas.
Number of Attendees: 143.

Meeting Called to Order: 1:00 p.m., Sunday, July 9, 2017.

Minutes Recording Secretary: Megan Kenjora (Guilford).

Old Business: None.

New Business:

- Organizational meeting had strong attendance and engagement from participants. All agreed this PDG will be a good complement to the GFSI Technical Working Group on food safety culture and timely in light of all the different tools and literature coming out on the topic.
- Members discussed key areas of work and accomplishment around food safety culture from around the world to set the tone for the importance of establishing the PDG.
- The group will work to advance food safety culture as a science and not a slogan by reviewing existing content on the topic and publishing in scientific journals, engaging members, communicating best practices, and learning from other industries/disciplines.
- Held Chair and Vice Chair election. Megan Kenjora (Guilford) elected as Chair and Lone Jespersen elected as Vice Chair.
- Members agreed to bi-monthly touch-base calls with agenda and predetermined topics for discussion. Members also requested an electronic forum for information sharing between calls and to work better across time zones. Megan Kenjora will set up a LinkedIn Group for this purpose.
- Recommend a webinar that will serve as a food safety culture 101 to educate food safety professionals about the topic, inform about the new PDG, and spark interest for additional membership and engagement.
- Food safety culture at the executive level (C-suite), exploring food safety culture when looking at outbreaks/recalls, and measuring food safety culture were the three biggest areas of interest shown in the initial meeting.
- The research group affiliated with the TWG is currently evaluating 45–50 food safety culture measurement tools with published results expected this fall. The PDG will review this work upon publication and identify any applicable PDG next steps on the topic.
- Group will identify strategies to engage students once formally established.

Recommendations to the Executive Board:

1. Approve permanent formation of Food Safety Culture PDG.
2. Approve Megan Kenjora (Guilford) as Chair.
3. Approve Lone Jespersen as Vice Chair.
4. Approve the following Mission Statement: The mission of the Food Safety Culture PDG is to provide an international forum to advance food safety culture science and best practices.

Next Meeting Date: July 9, 2018, Salt Lake City, UT.

Meeting Adjourned: 2:47 p.m.

Chairperson: Megan Kenjora.

Food Safety Education PDG

Attendees: Susan Algeo, Elizabeth Andress, Ashley Arnold, Danielle Balay, Brita Ball, Kenneth Boyer, Renee Boyer, Julia Bradsher, Frances Buck, Martin Bucknavage, Janet Buffer, Marisa Bunning, James Byam, Benjamin Chapman, Stoyka Chipchakova, Andrew Clarke, Courtney Crist, Patricia Curtis, Kaiping Deng, Candice Deschaine, Kenneth Diplock, Diane Ducharme, Minh Duong, Sarah Durham, Leanne Ellis, Bertrand Emond, Ellen Evans, Savana Everhart, Shelley Feist, Faye Feldstein, Yaohua Feng, Francoise Fontannaz, Alonzo Gabriel, Monica Galleguillos, Francisco Garces-Vega, Margaret Good, Leon Gorris, Robert Gravani, Megan Guilford, Brenda Halbrock, Emma Hanson, Fawzy Hashem, Jason Horn, Kirsten Howe, Sanja Ilic, Ravi Jadeja, Lucia James-Davis, Lone Jespersen, Cindy Jiang, Hillary Kelbick, Amit Kheradia, Jang Ho Kim, Amanda Kinchla, Kalmia Kniel, Kathy Knutson, Larry Kohl, Giannis Koukkidis, Richard Kralj, William Lachowsky, Alvin Lee, Panos Lekkas, Katrina Levine, Melanie Lewis Ivey, Xinhui Li, Richard Likin, James Lucas, Stephanie Maggio, Joyce McGarry, Sherri McGarry, Lynn McIntyre, Lynn McMullen, Eric Moore, Tetsuya Mori, Rianna Murray, Laura Nelson, Katia Noll, Obianuju Nsofor, Rose Omari, Jacques Overdiep, Nina Parkinson, Ruth Petran, Raquel Pinto, Alda Pires, Kinsey Porter, Samantha Raccanello, Beth Riffe, Todd Rossow, Donna Schaffner, Jason Scheffler, Lester Schonberger, Adrienne Shearer, Tori Stivers, Jennifer Stokes, Debbie Stroud, Katherine Swanson, Yoko Takahashi, Thomas Taylor, Ellen Thomas, Phillip Tocco, Tomohiko Tsurumaru, Akhila Vasan, Purnendu Vasavada, Christine Venema, Abigail Villalba, Carol Wallace, Isabel Walls, Jean Weese, Han Wen, Frances Widjaja, Wenqing Xu, Lily Yang, Ian Young, Giddy Zipori, and Marcel Zwietering.

Number of Attendees: 114.

Meeting Called to Order: 3:15 p.m., Sunday, July 9, 2017.

Minutes Recording Secretary: Frances Buck.

Old Business:

1. The IAFP Program Committee accepted eight proposals that were sponsored, co-sponsored or supported by the Food Safety Education PDG.
 - a. Developing Evidence-based Recommendations to Improve Consumer Safe Food Handling: International Approach.
 - b. Teaching for Tomorrow – Impact of School and College Food Safety Curricula on Better Informed Consumers, Career Opportunities and the Industry Workforce of the Future.
 - c. International Strategies to Deliver Food Safety Education Via the ‘Trusted Source’ – Health Professionals.
 - d. Establishing Effective Metrics to Advance Your Food Safety Training and Education Programs.
 - e. Advancing Food Safety Internationally Through the Use of Innovative Technologies: Food Irradiation.
 - f. Can Industry and Government Take Safe Food Handling and Preparation Risks out of the Hands of the Consumer?
 - g. Tools to Improve Interactive Food Safety Training for Small Food Facilities.
 - h. Empowering Food Laws in Emerging Economies.
2. Responses to PDG Recommendations to the Executive Board:
 - a. Agree that the Board approve Francie Buck as Vice Chair to begin serving at the IAFP 2017 PDG meeting.
 - b. Referred PDG to Program Committee for information

about success/failure of symposia and round table proposals. This year: IAFP did send the list of successful symposia and round tables to the PDG this year.

- c. Indicated that it may be possible to send to the PDG chair before the PDG meeting key points to be presented by IAFP representative. This year: IAFP streamlined the process so the information was presented at a plenary session.
- d. Agreed that drinking water should be available at the back of session rooms during the conference.

New Business:

1. Volunteers for IAFP Board request to PDG: Review and update two IAFP publications for consumers to make sure they are accurate and contain the most up-to-date information.
 - a. Before Disaster Strikes... A Guide to Food Safety in the Home (written 1997, revised 2002): Wenqing Xu, Bill Lachowsky and Sherri McGarry.
 - b. Food Safety at Temporary Events (written 1998, revised 2003): Martin Bucknavage, Rick Kralj, and Shelly Feist.
2. Review PDG purpose and name to ensure they adequately reflect PDG focus. Suggestions for revised purpose were discussed in 2013 but did not get further. A PDG committee will review the information and propose recommended purpose and name for review by all PDG members later this year. A recommendation to the IAFP Board will be made at the 2018 PDG meeting.
 - a. Volunteers to follow up: Ellen Evans, Betty Feng and Julia Bradsher.

Guest Speakers:

- Julia Bradsher, International Food Protection Training Institute – Developing a single training quality standard for the industry.
- Shelley Feist, Partnership for Food Safety Education – Update on consumer behavior conference and consumer food safety initiatives.
- Ian Young, Ryerson University – Evaluating results for effective decision making.

Idea Generation:

- Divided into three groups to brainstorm ideas for symposia and roundtables for IAFP 2018 using the Lotus Blossom method.
- Discussed ideas and identified coordinators for topics to develop further for submissions.
- Webinar idea: Basics of designing, developing and delivering effective food safety training. Volunteers to take this forward: Monica Galleguillos, Laura Nelson and Bill Lachowsky.

Recommendations to the Executive Board: None.

Next Meeting Date: July 8, 2018, Salt Lake City, UT.

Meeting Adjourned: 5:15 p.m.

Chairperson: Brita Ball.

Fruit and Vegetable Safety and Quality PDG

Attendees: Achyut Adhikari, Adebayo Afuape, Sarah Allard, Maria Almeria, Theresa Almonte, Brienna Anderson, Maren Anderson, Bassam Annous, Samir Assar, Justine Beaulieu, Sylvia Bergman, Bruna Bertoldi, Larry Beuchat, Sohini Bhatia,

Elizabeth Bihn, Gley Bledsoe, Samantha Bolten, Betsy Booren, Richard Brouillette, Robert Buchanan, Annemarie Buchholz, Marisa Bunning, Laurel Burall, Kellie Burreis, Loan Cao, Catharine Carlin, Alejandro Castillo, Ann Lawrence Charles Vegdahl, Huihui Chen, Yi Chen, Shani Craighead, Vanessa Cranford, Alvin Crosby, Cecilia Crowley, Yue Dai, Michelle Danyluk, Gloria De La Garza, Tenille De Souza, Pascal Delaquis, Kaiping Deng, Govindaraj Dev Kumar, Yiran Ding, Diane Ducharme, Jill Dunlop, Laurel Dunn, Sarah Durham, Vikrant Dutta, Kim Eads, Blanca Escudero-Abarca, Jeremy Faircloth, Erick Falcao de Oliveira, Xuotong Fan, Jeff Farber, Khashayar Farrokhzad, Peyman Fatemi, Christina Ferreira, Jorge Adrian Flores, Elise Forward, Tong-Jen Fu, Brady Fuchs, Jingwen Gao, Mirijam Garske, Samantha Gartley, April Garza, Tiah Ghostlaw, Charles Giambrone, Jonathan Glynn, Yaisy Gonzalez, Gustavo González, Jim Gorny, Sheri Governo, Bob Gravani, Leena Griffith, Diane Gubernot, Sanjay Gummalla, Eduardo Gutierrez-Rodriguez, Jack Guzewish, Rasas Haji, Brenda Halbrook, Alexis Hamilton, Emma Hanson, Diana Hao, Margaret Hardin, Fawzy Hashem, Arie Havelaar, Yingshu He, Craig Henry, Sarah Hertrich, Sunee Himathongkham, Stefan Horn, Alison Hurysz, Cheng-An Hwang, Oluwatosin Ijabadeniyi, Sanja Ilic, Kari Irvin, Keith Ito, Tim Jackson, Hyein Jang, Wojciech Janisiewicz, Karen Jarvis, Tony Jin, Amy Jones, Françoise Julien-Javaux, Jiin Jung, Soontag Jung, Hillary Kelbick, Jang Ho Kim, David Kingsley, Kalmia Kniel, Larry Kohl, Shigenobu Koseki, Mark Kreul, Ploy Kurdmongkoltham, Marcus Langen, Sharan Lanini, Dan Lasic, Shrish Latch, Marla Leal Cervantes, Eduardo Lecea, Susan Leonard, Melanie Lewis Ivey, Quanhong Li, Zhe Li, Marie Limoges, Pushpinder Litt, Qin Liu, Arosha Loku Umagiliyage, Stephen Lowe, Dumitru Macarisin, Nicole Maks, Humberto Maldonado, Claire Marik, Jennifer McEntire, Sherri McGarry, Sheila Merriweather, Shirley Micallef, Yvonne Middleton, Marianne Miliotis-Solomotis, Pat Millner, Billy Mitchell, Peter Muriana, Rianna Murray, Nadia Narine, Claudia Narvaez, Jeff Nauseda, Scott Nguyen, Kaylee Norris, Xiangwu Nou, Kathleen O'Donnell, Modesto Olanya, James O'Neal, Ynes Ortega, Andrea Ottesen, Jacques Overdiep, Holly Paden, Indira Padmalayam, Donna Pahl, Laura Patterson, Anne-Marie Perchec - Merien, Evelyn Pereira, Fernando Perez Rodriguez, Bridget Perry, Vera Peterson, Suresh Pillai, Alda Pires, Juan Ponce de Leon, Malynn Porayanee, Prasant Prusty, Zhang Qi, Mark Queenan, Barbara Rasco, Cari Rasmussen, John Raulerson, Dave Read, Jordan Recker, Elizabeth Reed, Robbie Roberts, Christopher Rupert, Robert Sakata, Miguel Santos, Brooke Schwartz, Tarcio Sebastiany, Jue Shah, Elisa Shannon, Manan Sharma, Angela Shaw, Shima Shayanfar, Arlette Shazer, Adrienne Shearer, Hansaem Shin, Greg Siragusa, Dara Smith, Michelle Smith, Aswathi Soni, Don Stoeckel, Jennifer Stokes, Stacy Stoltenberg, Laura Strawn, Trevor Suslow, Kristina Sweet, Gloria Swick-Brown, Aparna Tatavarthy, Siddhartha Thakur, Laura Tobilla, Phillip Tocco, Mary Torrence, Jean-Philippe Tourniaire, Socrates Trujillo, Angela Valadez, Adam Vanore, Cynthia Villacorta, Mike Villaneva, Morgan Wallace, Isabel Walls, Christina Wilson, Dorothy Wrigley, Aixia Xu, Wenqing Xu, Mu Ye, Christine Yu, Hyun-Gyun Yuk, Alex Zeman, Guodong Zhang, Xuan Zhang, and Zijin Zhou. **Number of Attendees:** 225.

Meeting Called to Order: 1:00 p.m., Sunday, July 9, 2017.

Minutes Recording Secretary: Humberto Maldonado.

Old Business: Minutes from 2016 meeting were adopted without changes.

New Business: Chairperson Sherri McGarry thanked the PDG for their participation on the two brainstorm sessions that took place during the week previous to the IAFF meeting and introduced Humberto Maldonado as Vice Chair. No additional issues were added to the agenda.

Sherri McGarry shared some statistics with the PDG and congratulated them for the high level of acceptance on symposia and roundtable submission.

Historically, the FVSO PDG provides a series of updates to the members, which are outlined below.

1. **Regulatory Update:** The regulatory update was provided by Samir Assar (FDA CFSAN). Produce continues as a top priority for FDA. FDA has a new Commissioner who is interested in what has been done until now and supportive of efforts moving forward. Compliance dates for Produce Rule are coming. Actually, first compliance date for sprouts was on January 2017, and for produce in general will be in January 2018. The Agency is continuing to look for opportunities foster compliance with the produce rule through education, training and other activities. The Sprout Safety Draft Guidance was issued on January 2017 and the FDA is still looking for comments. The Produce (in general) Draft Guidance is intended to be published before January 2018. NASDA, ASTHO, and AFDO are involved in this Draft Guidance. Agricultural water will likely not be covered in the guidance in detail because Compliance dates on Agricultural Water will be extended. A notification from the FDA will come shortly about this extension. USDA and FDA have partnered to coordinate education/training cooperative Agreements through the FSMA training collaborative training forum. FDA has granted \$21.8 million to 42 different states (<https://www.fda.gov/ForFederalStateandLocalOfficials/FundingOpportunities/GrantsCoopAgrmnts/ucm517991.htm>) to conduct inspectional and/or educational activities.
2. Diane Ducharme, FDA, presented the Produce Safety Network (<https://www.fda.gov/food/guidanceregulation/fsma/ucm510261.htm>), a new network that is currently staffed by seven produce safety experts and one team leader from FDA's Center for Food Safety and Applied Nutrition (CFSAN), and 11 investigators and two branch chiefs from the FDA's Office of Regulatory Affairs (ORA), that will work closely with key produce stakeholders, such as state produce safety programs, to provide regulatory support and technical assistance. They are open to collaboration opportunities.
3. **Sprout Safety Alliance (SSA) Updates:** Kaiping Deng, Ph.D., IFSH/IL Institute of Technology commented that the biggest accomplishment for the SSA in the past year is launching the training program. In August 2016, the 1st edition of the SSA curriculum was finalized. Right after that, they conducted the 1st TTT pilot, obtained constructive feedback and finalized version 1.1. In November, the 1st combo course was held for growers and SSA received plenty of comments; the discussion on a 2nd edition was initiated. FDA draft sprout guidance was released on January 2017. Information from FDA's sprout guidance was incorporated throughout the SSA material for con-

sistency with current regulatory thinking. The 2nd edition was finalized in April this year. After a few trainings, the SSA manual has evolved to version 2.3 and the online module development started in May. There might be ~200 sprout operations in the US. Trainings were held in IL, CA, TX, FL, MA, and Victoria Canada. To date, 53 sprout operations from 20 states have sent their staff to the SSA training. Lead instructor training and Combo course were held in Chicago and California and approved 28 SSA Lead Instructors application. Lead Instructors are extension specialists from universities, sprout growers, and regulators. They are located in 16 states in the US. The SSA training is a prerequisite training of the regulator training. Therefore, FDA inspectors and state regulators also attended the SSA training. The SSA online modules are being developed by the alliance and IFPTI. The 12 modules of the SSA curriculum will be available online.

4. Produce Safety Alliance (PSA) Updates: Betsy Bihn, Ph.D., Cornell University, provided the update on the PSA (<http://producesafetyalliance.cornell.edu/>). PSA has conducted 31 PSA Train-the-Trainer Courses. There are 1,012 TTT Participant Trainers (28 are international) and 146 PSA Lead Trainers (42 state and 11 international). There have been 176 PSA Grower Training Courses in the U. S. covering 36 States with 4,205 Grower Participants. There have been 8 international grower trainings. While the PSA TTT launch was delayed, a massive PSA TTT effort followed it. Also, initially there was a delay on the PSA Lead Trainer Review Process, but the backlog has been resolved. There's a concern about denied applications; collaborative solutions are being considered, without compromising the process integrity. The PSA Manual was released to the public. There were concerns from PSA about quality printing, so the release is including printing specifications. As a reminder, all PSA GT participants must have a printed manual in a language they understand. The PSA Manual translated in Spanish is now public and translation other languages is underway. International training collaborations are on-going.
5. Outbreak Update: The outbreak update was given by Diane Gubernot, Ph.D., Coordinated Outbreak Response and Evaluation, FDA. It included a summary of pathogen and foods involved in multistate outbreaks that FDA was involved. Since last year's IAFP meeting, there were 34 outbreaks, 14 of them related to produce, including sprouts (5), leafy greens (2), pistachio (1), strawberry (1), cucumber (1), papaya (1) and an unknown (1). Seven outbreaks involved a food that was traced to a domestic source and 7 involved imported food items. The pathogens included *Listeria*, pathogenic *E. coli*, *Salmonella*, *Cyclospora*, and Hepatitis A virus. Information was shared about several outbreaks – Hepatitis A outbreak that involved frozen strawberries from Egypt and FDA prevention efforts, an outbreak of *Salmonella* infections linked to alfalfa sprouts where seed was tested and found positive, and the *Cyclospora* outbreak where the vehicle was not identified. CORE is working toward more trend analysis and sharing of information to aid in industry prevention efforts.
6. Other Topics: None.

New Business: The Chair shared information on symposium and topics sponsored and co-sponsored by this PDG, information on joining this PDG, and the plan to hold more conference calls and at least one webinar this year. Additionally, there

would be an email asking for nominations followed by voting on a new Vice Chair.

Kali Kniel and Michelle Smith suggested exploring ways to enhance students' participation and involvement in the PDG, including incentives such as sponsorships.

Melanie Avey asked for time to discuss the proposal and potential collaborations between the Fruit and Vegetable PDG and the APS-FSIG (American Phytopathological Society – Food Safety Interest Group).

PDG members expressed continued interest in webinars. Sherri McGarry recalled the topics that were suggested on last PDG meeting and asked for new suggestions.

PDG members brainstormed topics for symposia/roundtable and broke into smaller groups to help connect PDG members by topic areas. Plan is to have conference calls following IAFP meeting to further this initial work and before deadline to submit symposia/roundtable ideas in October.

Recommendations to the Executive Board: None.

Next Meeting Date: July 8, 2018, Salt Lake City, UT.

Meeting Adjourned: 3:00 p.m.

Chairperson: Sherri McGarry.

HACCP Utilization and Food Safety Systems PDG

Attendees: Pamela Abney, Adebayo Afuape, Deann Akins-Lewenthal, Mohammed Alhejaili, Ashley Arnold, Fatemeh Ataei, John Bassett, David Bauer, Dan Belina, Lenore Bennett, Georg Berns, Tom Black, Audrey Boeken, Neil Bogart, Michelle Bogda, Ann Bontempo, Tom Bruursema, Martin Bucknavage, Dennis Burson, Jose Calzada, Loan Cao, Stoyka Chipchakova, Ma. Rocelle Clavero, Angel Conde, Frederick Cook, Jose Emilio Esteban, Martin Guy Ethy Ethy, Kimberly Fisher, Mirijam Garske, Tiah Ghostlaw, Chao Gong, Karen Gregory-Williams, Stephen Grove, Allen Haas, Mohammed Hakeem, Dong Han, Eddy Higa, Ziyi Hu, Margaret Jacks, Tim Jackson, Amanda Jones, Amit Kheradia, Amanda Kinchla, Sally Klinect, Jaheon Koo, Richard Kralj, Brian Kraus, Loralyn Ledenbach, Yanbin Li, Martha Limo, Maria Lovelace-Johnson, Lisa Lucore, Simone Machado, Bob Martin, Lynn McMullen, Mohammad Melebari, Karen Mertins, Ron Millar, Gabriel Mootian, Tetsuya Mori, Chad Nelson, Katia Noll, Wendy Ortman, Mangesh Palekar, Elizabeth Palmer, Vera Peterson, Phyllis Posy, Damanna Rao, Luis Rodriguez, Donna Schaffner, Anthony Shaw, William Shaw, Jr., Dorra Simmons, Katherine Swanson, Yoko Takahashi, Peter Taormina, Januana Teixeira, Hung King Tiong, Tomohiko Tsurumaru, Brian Walker, Jason Wan, Benjamin Warren, Brad Webster, Pamela Wilger, Johnny Yu, Edith Zambrana, Veronica Zavala, and Peipei Zhang.

Number of Attendees: 88.

Meeting Called to Order: 1:00 p.m., July 9, 2017.

Minutes Recording Secretary: Benjamin Warren.

Old Business: Antitrust policy was reviewed with the PDG members. Reviewed the 2017 symposia that could be of interest to the PDG. Members were reminded that they can manage their own PDG memberships online in their IAFP Member Profiles. Non-IAFP members can join the PDG by sending an email to Lori Ledenbach at Iharris@kraftheinzcompany.com.

New Business:

1. Ben Warren passed the position of PDG Chair to Lori Ledenbach, and so the PDG needed to elect a new Vice Chair.
2. An election was held for a new Vice Chair. Deann Akins-Lewenthal was voted in as incoming Vice Chair.

3. Jenny Scott gave a brief presentation on the Codex revisions to GHP.
 - a. Five co-chairs: UK (lead), USA, Ghana, India and Mexico
 - b. To provide clarification in areas where the original document was not clear or did not provide sufficient guidance.
 - i. Verification and validation
 - ii. Corrective actions
 - iii. How to do an HA
 - iv. Can HACCP apply to all sectors from primary production thru manufacturing, catering, or retail?
 - v. Agreement on 7 principles (no 8th principle)
 - vi. Recognition that CCPs alone are not enough for achieving food safety
 1. Controls measures that are not appropriate for a CCP but essential for food safety – enhanced GHPs
 - vii. Some discussion on where an HA should be?
 1. If HA is moved closer to the front (Apply HACCP before or at the same time as development of GHPs)
 2. If HA is further back (build GHPs than apply HACCP Principles)
 - c. The HACCP section is the least developed at this time.
 - i. Developing countries have concerns on how well the terminology in the HACCP section will be understood.
 - d. Revised document will be circulated for member country review and comment
 - e. Physical working group meeting at next meeting in November in Chicago
4. Breakout discussion sessions
 - a. Risk evaluation supply chain hazard analysis, FSVP
 - i. How supply chain hazards fall under the ingredient and supplier
 1. You own the responsibility for making sure the hazards are controlled
 2. Symposia idea – speakers from various parts of the supply chain and address the categories along the supply chain
 - ii. Foreign or domestic – the focus is on mitigating the risk
 - iii. FSVP training through FSPCA
 1. Training on supply chain management immediately following the IAFP meeting
 - b. Relating “enhanced GHP” to OPRPs and PRPs
 1. Improving communication for CODEX Principles in HACCP and principles in FSMA don’t exactly match up
 - a. This has been done and was a reference in the final rule
 2. Enhanced GHPs – example cleaning/sanitizing of a meat slicer for *Listeria* control. Not a CCP but more essential than a GHP. Everyone not on the same page...it remains controversial.
 - b. Is the Enhanced GHP concept suitable for all types of operations?
 - i. One of benefits from CODEX might be to define equivalencies to OPRP or other terminology
5. IAFP HACCP Guidance document – Ewen Todd referred to an IAFP HACCP guidance document that has been in place for several years, and the question was raised as to whether the document needs to be updated, and if so, can the HACCP PDG take care of that? Discussion in the group came up with:
 - a. Can the Board tell us how many times it is accessed? We will ask the Board to let us know how often the document is accessed to determine if we need to keep the document. If it is not accessed too often, we may recommend removing it, since there are many other tools and guidance documents already readily available now.
 - b. If we determine that the document needs updating, this PDG will take the lead in reviewing it and determining whether it is needed and if so, does it need modification
6. Brainstorming of Symposia ideas:
 - a. Supplier verification activities – what is really needed? As it relates to audits, scientific basis of preventive controls, choosing the appropriate validation of process controls (i.e., using the right surrogate). Speakers from various parts of the supply chain and address the categories along the supply chain – Rocelle Clavero and Johnny Yu.
 - b. How to handle HACCP/Food safety plans in dual or multi-jurisdiction manufacturing facilities (such as USDA/FDA, or FDA PCHF/Seafood HACCP, or FDA PCHF/Juice HACCP) – CCPs and PPs vs. PCs in one plant? – Sally Kinnet and Lori Ledenbach.
 - c. Using COA testing as a verification activity for supply chain controls – how to determine appropriate methods and sampling schemes (this can be done jointly

with the Applied Methods PDG) – Rocelle Clavero and Amanda Kinchla. May also be a good article for FPT – Neil Bogart and John Bassett will work on that idea.

- d. Application of FMEA tools and principles in verification of food safety plans – Liz Palmer and Bala Kottapali (from the Microbial Modelling and Risk Analysis PDG).

Recommendations to the Executive Board:

1. Recommend that Deann Akins-Lewenthal be approved as Vice Chair of the PDG.
2. Request that the Board determine how many hits have been made in the last 2 years on the IAFP HACCP Guidance document and inform the PDG Chair of the results.

Next Meeting Date: July 8, 2018, Salt Lake City, UT.
Conference call – mid to late August.

Meeting Adjourned: 2:50 p.m.

Chairperson: Loralyn Ledenbach.

International Food Protection Issues PDG

Attendees: Frederick Adzitey, Sultan Al Tahir, Bassam Annous, Jianfa Bai, Peter Ben Embarek, DeAnn Benesh, Sylvia Bergman, Sarah Cahill, Marion Castle, Teen Teen Chin, Roger Cook, Sally Crowley, Carl Custer, Heidi Den Besten, Maria Teresa Destro, Jeff Farber, Laurie Farmer, Francoise Fontannaz, Elise Forward, Leon Gorris, Judy Greig, Brenda Halbrook, John Heller, Sunee Himathongkham, Sandra Hoffmann, Tim Jackson, John Jarosh, Ian Jenson, Bobby Krishna, Keith Lampel, Linda Leake, Alvin Lee, Jing Ma, Li Ma, Deon Mahoney, Alejandro Mazzotta, Marianne Miliotis-Solomotis, Per Nielsen, James O'Donnell, Haley Oliver, Anne-Marie Perchec-Merrien, Ruth Petran, Damanna Rao, S. G. D. Nagalakshmi Reddi, Deana Rolheiser, John Sanders, Jenny Scott, Panagiotis Skandamis, Peter Slade, Thierry Sofia, Aswathi Soni, Mark Tamplin, Ewen Todd, Purnendu Vasavada, Jason Wan, Andrew Wilson, Guodong Zhang, and Marcel Zwietering. **Number of Attendees:** 58.

Meeting Called to Order: 2:35 p.m., Saturday, July 8, 2017.

Chair: Leon Gorris, **Past-Chair:** Bobby Krishna, and **New Vice Chair:** Ian Jenson.

Leon opened the meeting welcoming the PDG members and new attendees. He reminded the participants of the purpose of the meeting and presented the proposed agenda. Other than the election of a new Vice Chairperson, there were no additions to the agenda.

On behalf of the Board, Roger Cook welcomed the attendees. He noted that the normal info from the Board on IAFP would be shared during the opening session. The Board invites suggestions from the PDG to involve students more and to consider awards for students to specifically recognize them. The Board also encouraged PDGs to consider more initiatives such as webinars for symposia ideas not selected for further development into Annual Meeting sessions.

Old Business: The minutes of the 2016 PDG Meeting were adopted as written (Deon Mahoney proposed; seconded by Jeff Farber).

New Business:

Election of Vice Chair. Leon reminded the meeting of the SurveyMonkey issued to vote for one of the three candidates (Brian Stringer, Canada; Bassam Annous, U.S.; and Ian Jenson, Australia) and allowed attendees a last chance for voting. The final result of the voting was that a majority of the PDG membership elected Ian Jenson as the new Vice Chair, starting office right away and taking on the role of Chairperson at the IAFP annual meeting in 2019. Leon thanked all three candidates for stepping forward and congratulated Ian. On behalf of the PDG, Leon thanked Bobby for the four years of his special commitment and energy put into the PDG's activities.

Success rate of last year's symposia submissions.

The Chair noted that out of the 6 symposia sessions suggested by the group in 2016, 2 were on the 2017 Annual Meeting program. The PDG further suggested proposals of others, of which 3 made it to the final program.

Updates from (International) Organizations and countries/ regions.

- a. **FAO & WHO:** Sarah Cahill (FAO) and Peter Ben-Embarak (WHO) updated the meeting as follows. The past year has seen a number of important initiatives and activities. We will give you here a brief overview (full details to be provided to members by email) of some of the more important and relevant for the members of this PDG.
 - **Antimicrobial resistance:** Codex requested advice on all the factors potentially contributing to foodborne AMR, not just on the animal health production side but also crop production, biocides sanitizers, environment, packaging, waste. To minimize the public health impact of AMR associated with the use of antimicrobials in the food chain, the WHO Advisory Group on Integrated Surveillance of Antimicrobial Resistance (AGISAR) has been playing an active role in the implementation of GAP. AGISAR support country laboratory capacity building projects, with an aim to characterize the AMR of foodborne pathogens in at least two sectors along the food chain.
 - **Food control systems assessment tools:** FAO and WHO have worked jointly to offer Member Countries a tool to assess, in structured, transparent and measurable ways, the performance of their food control system throughout the entire food chain, identify priority areas for capacity development, and measure and evaluate progress over time. FAO and WHO continue to develop and fine-tune the food control system assessment tool. To date, the tool has been tested in 8 countries. The experiences and feedback from the first field testing is being used to improve and update the tool. To facilitate the more widespread use of the FAO/WHO Assessment Tool, training is envisaged to develop a pool of reliable facilitators.
 - **Whole Genome Sequencing:** FAO/WHO/OIE jointly organized a side event during last year's session of Codex Alimentarius Commission entitled "WGS and food safety: potential relevance to the work of Codex" on 28 June 2016 at

- FAO Headquarters, Rome, Italy. The final report is available at <http://www.fao.org/3/a-bp080e.pdf>. A side event is organized at this year's session of Codex CAC at WHO HQ in Geneva, Switzerland. Other technical reports available for meetings in Singapore and Washington.
- WHO IHR and emergency preparedness and response: The INFOSAN Secretariat responded to 38 international food safety emergencies in 2016, facilitating rapid communication among INFOSAN members. INFOSAN members' knowledge and capabilities to participate actively in the Network has been further developed through the delivery of awareness webinars, an 8-part Technical Webinar Series and online emergency simulation exercises.
 - Scientific advice. JEMRA work is currently focussing on STEC and clean water. STEC: 2 source attribution studies are currently underway as well as the development of a paper on hazard characterization of STEC, as a means to support food safety management on STEC. These will be considered at an expert consultation in September this year. On clean water: concerns how to operationalise the Codex guidance of using clean water defined as water which should not compromise the safety of the food in the context of its use. Focus is on 3 specific areas – water for horticulture/produce – (farm level and post-harvest), post-harvest water use in the fishery sector including on board and water re-use within processing facilities.
 - Fish and seafood related issues. FAO and WHO completed work on Toxicity Equivalent Factors for biotoxins in seafood (see <http://www.fao.org/3/ai5168e.pdf>). Some emerging and re-emerging issues that we are now starting to look into include the Issue of nanoplastics and Ciguatera - an expanding problem due to climate change.
 - Other resources: Global Food Consumption Databases prototype (<http://www.fao.org/gift-individual-food-consumption/en/>); Chronic Individual Food Consumption Summary Statistics platform (<http://www.who.int/foodsafety/databases/en/>). Food loss and waste (<http://www.fao.org/food-loss-and-food-waste/en/>); FAO/WHO Diagnostic Tool for Assessing Status of National Codex Programmes (in English, Spanish, French and Russian) at <http://www.fao.org/documents/card/en/c/9e9bc818-0622456a-b673-01a878061579/>; FAO Food Labelling to Protect Consumers Handbook: <http://www.fao.org/3/ai6575e.pdf>. FAO Enhancing Early Warning Capabilities and Capacities for Food Safety <http://www.fao.org/3/ai5168e.pdf>.
 - International Food Safety Day: The 40th session of FAO Conference which closes today adopted a draft resolution, to be transmitted to the Secretary-General of the United Nations with a view to having the General Assembly of the United Nations consider, at its next session, declaring June 7th as World Food Safety Day.
 - Future outlook: See the full update notes available to members for the range of forthcoming priorities and activities.
- b. Codex: Jenny Scott reminded the meeting that Codex Committee for Food Hygiene was undertaking a major revision of the General Principles for Good Hygiene, integrating the current HACCP annex in the main body.
 - c. FSPCA/FSMA: Update by Jason Wan (also on behalf of PC Vasavada). Jason introduced FSPCA's training program for FSMA's Preventative controls of human and animal foods, informing the meeting on the progress training qualified individuals and lead instructors in U.S. and abroad. A 500-page manual is available and translations are being made available.
 - d. COMBASE. Mark Tamplin updated on international developments of Combase, which is actively engaging food microbiology groups across the globe. USDA and UTAS Tasmania lead the group. There is a new advisory group and Mark looks for scientists interested in joining the scientific panel. Some regions are not yet included. Translation of Combase on the wayodex.
- Regional Updates:**
- a. Roger Cook informed the meeting of the establishment of the virtual "New Zealand Food Safety Science & Research Centre" in 2016, of which the 1st anniversary meeting was held earlier in July. IAFP Members Arie Havelaar and Leon Gorris are on the International Science Advisory Board which aims to build up an excellence science capability in food safety to support industry as well as authorities. Roger noted the multiple challenges that chemical contaminant in food pose locally and in trade, signalling the need for globally harmonized methodologies for analyzing chemical contaminants and managing low level contaminants. He accounted of a DNA test and two markers that have been identified for the Manuka honey in view of adulteration problems.
 - b. Deon Mahoney noted Australia's food safety system had now achieved mutual recognition with the USA and the continuing concerns regarding raw milk.
 - c. Panos Skandamis from Greece, who is a member of the Biohaz panel of the European Food Safety Authority (EFSA) gave an overview of EFSA activities and outputs: i.e., guidance on the requirements of the microbiological criteria, working on a guidance for risk managers and risk assessors; guidance for risk ranking, *Listeria monocytogenes* risk assessment, opinion on HACCP for small retail businesses; report on growth of spoilage bacteria. For more details, see: <http://www.efsa.europa.eu>.
 - d. Maria Teresa Destro presented on the recent "weak flesh" meat scandal in Brazil, which was associated with food safety concerns that were not valid as it was due to cases of bribery and bad communication, involving some media and food professionals.
- Suggestions for Symposia at IAFP 2018:**
- a. Ideas for the Annual Meeting of IAFP in 2018 need to be submitted by 3 October 2017. The following topics were suggested to be developed:
 - Food safety education and training learnings from tailored small group offerings to running massive open on-line courses

- International experiences developing and applying online tools for auditing food operations
- Food fraud on an international scale
- Increasing complexity of food outbreaks
- Raw milk – can it be safe?
- Food safety in extreme environments
- Global strategies for antimicrobial resistance
- Harmonized methods & management of chemical hazards internationally
- International recognition of national food safety system
- Water use and reuse WRT waste quality and safety along food chain
- Pseudoscience in food, how to face rumours and how to respond
- HACCP for smaller businesses – learnings on success of application and business needs
- Seafood toxins and climate change
- Eggs – differences in risk management U.S. and EU

The Chairs will support the coordination of applications with other PDGs and will help attracting support from other PDGs. Those who proposed will need to develop more details before October 3. Once the Program Committee has selected successful proposals, the key contact of the proposers will be notified. Proposals not selected could be considered to develop for alternative PDG activities, such as webinars.

Upcoming Meetings of Relevance to PDG

- a. China International Food Safety & Quality Meeting and the Dubai International Food Safety Conference in November (IAFP co-hosts)
- b. Predictive modelling conference in Cordoba (<http://www.icpmf10.com/index.php>)
- c. VTEC 2018 March meeting in Italy (<https://www.mvma.ca/ce/continuing-education-events/10th-vtec-symposium-florence-italy-may-6-9-2018>)

Recommendations to the Executive Board:

1. To approve the election of Ian Jenson to Vice Chair of the PDG.
2. To provide written summaries of IAFP international meetings to be printed in *Food Protection Trends*?

Meeting Adjourned: 4:15 p.m.

Next Meeting Date: July 7, 2018, Salt Lake City, UT.

Chairperson: Leon Gorris.

Low Water Activity Foods PDG

Attendees: Gary Acuff, Jennifer Acuff, Nurul Hawa Ahmad, Pablo Alvarez, Keith Amoroso, Angela Anandappa, Nathan Anderson, Jianfa Bai, S. Balamurugan, Kannan Balan, Pierre-Olivier Béal, Junia Beaubrun, Tamrat Belete, Thomas Bell, Yige Bima, Ann Bontempo, Richard Brouillette, Cigdem Caban, Sarah Cahill, Joanna Carroll, Marion Castle, Long Chen, Angel Conde, Frederick Cook, Sally Crowley, Carl Custer, Xiaohong Deng, James Dickson, Andrew Do, Teri Ehlinger, Mariem Ellouze, Martin Escamilla, Laura Ewing, Michelle Falorio, Jeff Farber, Francisco Garces-Vega, Gopal Gopinath, Michele Gorman, Chin Gouk, Elizabeth Grasso-Kelley, Karen Gregory-Williams, Joshua Gurtler, Brenda Halbrook, Margaret

Hardin, Ian Hildebrandt, Sunee Himathongkham, Atef Idriss, Keith Ito, Lauren Jackson, Sanghyup Jeong, Rhoma Johnson, Alex Josowitz, Kent Juliot, Trey Kampeter, Julie Kase, Susanne Keller, Karim-Franck Khinouche, Yasu Komoto, Jeffrey Kornacki, Young Seok Kweon, Elisabetta Lambertini, John Larkin, Soon Kiat Lau, Yingqun Lei, Gerald Lekan, Pushpinder Litt, Siman Liu, Shaunti Luce, Lisa Lucia, Lisa Lucre, Sahar Malekmohammadi, Patricia Marden, Bradley Marks, Sandra McCurdy, Nooshin Moradi, Gerardo Morantes, Nadia Narine, Amechi Okereke, Ynes Ortega, Samet Ozturk, Mickey Parish, Vera Peterson, Monica Ponder, Laurie Post, Gale Prince, Eric Puente, LI QIAN, David Rasmussen, Frank Ridgley, Julianny Rivera Calo, Evan Rosen, Sarah Sanderson, Sofia Santillana-Farakos, Michele Sayles, Renee Schwartz, Anthony Shaw, Arlette Shazer, Tracey Sinclair, Philip Steinbrunner, Jeyamkondan Subbiah, Quincy Suehr, Stefania Tagliapietra, Ben Tall, Juming Tang, Aparna Tatavarthy, Dimitri Tavernarakis, Abdullatif Tay, Hung King Tiong, Aaron Uesugi, Tushar Verma, Isabel Walls, Can Wang, Wenqian Wang, Xinyao Wei, Christopher Wells, Pamela Wilger, Edith Wilkin, Tamara Wood, Jian Wu, Xingning Xiao, Zijing Zhang, Chee Zheng, and Meijun Zhu. **Number of Attendees:** 123.

Meeting Called to Order: 2:04 p.m., July 9, 2017.

Minutes Recording Secretary: N/A.

Old Business: Laurie Post's election to Vice Chair was approved by the board and communicated to the membership. 2016 PDG meeting minutes were approved by the membership. The PDG submissions for the 2017 program and the ones that were accepted for this annual meeting were reviewed.

New Business: An idea session was facilitated by Gary Acuff and James Dickson focusing on factors that impact validation of low water activity foods. Several subjects surfaced, some of which were already previously covered or currently on the 2017 program. However, a few topics were selected and will be presented to the PDG Chair/Vice Chair group. These are included in the addendum to these minutes.

As a way to bring some structure to internal workings of the PDG and to enhance membership involvement, the following changes are planned to be implemented:

1. A webinar organizing committee was proposed to provide some structure to the PDG's developmental webinars. The following members volunteered to work on this committee: Josh Gurtler (lead), Elizabeth Grasso-Kelley, Edith Wilkin, and Laurie Post. If any other members would like to volunteer, please let Edith know.
2. Leverage our 3 Student Liaisons to work on technical facilitation of webinars and membership meetings.
3. Leverage Student Liaisons to help develop program topics and delivery as part of their professional development.

Four webinars are planned for the next year beginning with a discussion of the science behind use of chlorine dioxide gas for decontamination of food contact surfaces. We will invite the Food Hygiene & Sanitation PDG.

Recommendations to the Executive Board: None.

Next Meeting Date: July 8, 2018, Salt Lake City, UT. Conference Call on August 23, 2017.

Meeting Adjourned: 4:00 p.m.

Chairperson: Edith Wilkin.

Meat and Poultry Safety and Quality PDG

Names of Attendees: Siti Aisha Abd Aziz, Melanie Abley, Pamela Abney, Frederick Adzitey, Sulaiman Aljasir, Pablo Alvarez, Abdur Amin, Patrice Arbault, Christopher Baker, Danielle Balay, Kristina Barlow, Laura Bauermeister, Lenore Bennett, Sylvia Bergman, Mark Berrang, Bruna Bertoldi, Roy Biggs, Sharon Birkett, Preetha Biswas, Audrey Boeken, Betsy Booren, Jeanine Boulter-Bitzer, Alex Brandt, Robert Brodnick, Alexander Bruner, Greg Burnham, Jose Calzada, John Carter, Marion Castle, Mara Celt, Evan Chaney, Ma. Rocelle Clavero, Francesca Contadini, Roger Cook, Sally Crowley, Patricia Curtis, Carl Custer, Jenifer Czach, Thomas Danisavich, Maria Teresa Destro, Yiran Ding, Eric Ebel, Kevin Edwards, Jose Emilio Esteban, Casey Fripp, Alkmini Gavriil, Kerri Gehring, Kathleen Glass, Alison Griffino, Leena Griffith, Miguel Gutierrez, Mohammed Hakeem, Susan Hammons, Xiao Xu Han, Margaret Hardin, Breanne Harlan, Craig Henry, Tyler Henry, Sandra Hoffmann, Clint Holsomback, Ingrid Huntley, Alison Hurysz, Todd Ireland, Margaret Jacks, Watchara Janwatcharagan, John Jarosh, Ian Jenson, Lone Jespersen, John Johnston, Amy Jones, Tineke Jones, Charles Kalish, Rick Kanaby, Dallas Kantoci, Karim-Franck Khinouche, Amanda King, Larry Kohl, Audrey Kreske, Mark Kreul, Heath LaFevers, Hui Key Lee, Yanbin Li, Richard Likin, John Line, Elisangela Lopes, John Luchansky, John Marcy, Barb Masters, Thomas McCaskey, KatieRose McCullough, Lynn McIntyre, Samantha McKinney, Lynn McMullen, Mohammad Melebari, Michael Michele, Zahra Mohammad, Daniel Monte, Amit Morey, Tetsuya Mori, Peter Muriana, Claudia Narvaez, Kathleen O'Donnell, James O'Neal, Ruth Petran, Randall Phebus, Anna Porto-Fett, Kally Probasco, Christophe Quiring, Lakshmanan Ramamoorthi, Chris Ramezanpour, Maria Ramirez, Tian Ren, Beth Riffe, Deana Rolheiser, Maysa Sa, Marc Scantlin, Jason Scheffler, Daniel Schmitz, Holger Schoenenbruecher, Tina Shaffer, Subash Shrestha, Robbie Smith, Thierry Sofia, Riikka Soininen, Rafael Solis, Tyler Stephens, Celia Suarez Pantaleon, Yoko Takahashi, Juming Tang, Thomas Taylor, Todd Taylor, Ellen Thomas, Leslie Thompson-Strehlow, Nick Van Lankveld, Constanza Vergara, Cynthia Villacorta, Isabel Walls, Hong Wang, Ronghui Wang, Jennifer Wasieleski, Wendy White, Andrew Wilson, Jian Wu, Shuang Wu, Zheng Wu, Xianqin Yang, Jing Yuan, Veronica Zavala, Alex Zeman, Peipei Zhang, Xuan Zhang, and Cynthia Zook. **Number of Attendees:** 152.

Meeting Called to Order: 9:00 a.m., Sunday, July 9, 2017.

Minutes Recording Secretary: Christopher Baker.

Old Business: Betsy Booren (Chair) started the PDG meeting with a brief introduction. Barb Masters introduced the Antitrust Guidelines, which included encouraging members to share best practices while not participating in financial or competitive discussions. Booren stated that PDG memberships can be added and/or removed by editing member profiles in the IAFP website. Each PDG member in attendance introduced themselves to the group from 9:05 – 9:15 a.m. At 9:15 a.m., Dr. Emilio Esteban started his presentation to the group, and Roger Cook (Board Liaison) spoke and encouraged discussions among members to promote a learning environment during the session.

Dr. Esteban provided a FSIS-OPHS presentation on the following topics: implementing nBPW, initiating phase II of a pork exploratory study, catfish, NARMS extensions, WGS and AMR, and pathogen detection technologies. Dr. Esteban responded to audience questions.

New Business:

A discussion was initiated on next year's IAFP conference. Booren discussed the numbers on how many symposiums, roundtables, and technical session that were submitted and accepted. An exercise on brainstorming for 2018 education programming was performed. The PDG thanked 3M for the materials donated to the PDG for the brainstorming session. The session concluded with Wendy White mentioning that members could continue to collaborate on additional symposium, roundtable, and technical session ideas up until the submission deadline.

Masters led an open discussion with members, which discussed FDA and FSIS compliance guidance and opportunities for comment. Also discussed was potential STEC outbreak attributed to pork in Canada. Additional details were shared indicating both attributed outbreaks were found to originate from facilities that manufactured multiple species.

Recommendations to the Executive Board:

1. Recommend that Wendy White, Golden State Foods, be recognized as Vice Chair.
2. Recommend that the PDG Chair be notified, in addition to the organizer, for education programs not accepted by the Program Committee. This will ensure that topics of interest could be developed for future webinar educational programming.
3. Recommend IAFP offer pre-paid ticket lunch on Sunday with PDG meetings to facilitate PDG attendance in afternoon sessions.

Next Meeting Date: July 8, 2019, Salt Lake City, UT.

Meeting Adjourned: 11:00 a.m.

Chairperson: Betsy Booren.

Microbial Modelling and Risk Analysis PDG

Attendees: Nurul Hawa Ahmad, Alejandro Amezcua, Maren Anderson, Manish Aryal, David Baker, Angel Barnes Jr., John Bassett, May Frances Bautista, Mark Beaumont, Tamrat Belete, Dan Belina, Thomas Bell, Peter Ben Embarek, Robert Brodnick, Tom Bruursema, Sarah Cahill, Joanna Carroll, Dongjie Chen, Yuhuan Chen, Sally Crowley, Heidye Den Besten, Madhumeeta Dutta, Mariem Ellouze, Jeff Farber, Yaohua Feng, Alonzo Gabriel, Zhujun Gao, Francisco Garces-Vega, Mirijam Garske, Leon Gorris, Karen Gregory-Williams, Leena Griffith, Sanjay Gummalla, Brian Hawkins, Erin Headley, Montserrat Hernandez Iturriaga, Ian Hildebrandt, Suneer Himathongkham, Sandra Hoffmann, Lihan Huang, Xiao Ping Huang, Cheng-An Hwang, Matt Igo, Oluwatosin Ijabadeniyi, Keith Ito, Jiin Jung, Janell Kause, Laura Keller, Susanne Keller, Shigenobu Koseki, Bala Kottapalli, Brian Kraus, Young Seok Kweon, Mijin Kwon, Yvan Le Marc, Yunjin Lee, Glenda Lewis, Quanhong Li, Yanbin Li, Zhe Li, Chao Liao, Lisa Lucore, Stephanie Maggio, Deon Mahoney, Bradley Marks, Miho Matakatsu, Conor McGauran, Adora Christee Mercado, Zahra Mohammad, Hyejin Moon, Gerardo Morantes, Yemi Ogunrinola, Chris Okolo, Samet Ozturk, Haiying Pang, Mickey Parish, Laura Patterson, Vera Peterson, Raquel Pinto, Aurelie Pohl, Monica Ponder, Abani Pradhan, Prasant Prusty, Lakshmanan Ramamoorthi, S. G. D. Nagalakshmi Reddi, Catherine Rolfe, Joyjit Saha, Sofia Santillana-Farakos, Oscar Santos, Renee Schwartz, Jenny Scott, Dennis Seman, Panagiotis Skandamis, Edward Sliwinski, Philip Steinbrunner, Quincy Suehr, Katherine Swanson, Yoko Takahashi, Mark Tamplin, Abdullatif Tay, Fanny Tenenhaus-Aziza, Zeynal

Topalcengiz, Tomohiko Tsurumaru, Aaron Uesugi, Jane Van Doren, Xinyue Wang, Christopher Wells, Richard Whiting, Pamela Wilger, Jian Wu, Xingning Xiao, Hongshun Yang, Mira Yoon, Yohan Yoon, Yangjunna Zhang, Zijin Zhou, and Marcel Zwietering. **Number of Attendees:** 117.

Meeting Called to Order: 9:00 a.m., Sunday, July 9, 2017.

Minutes Recording Secretary: Bala Kottapalli (with the help of Yuhuan Chen and Marcel Zwietering).

Chair Marcel Zwietering welcomed attendees, followed by self-introductions for all PDG members and visitors. Marcel reviewed the meeting agenda. No additional agenda items proposed.

Greetings/Comments from Executive Board:

Mickey Parish indicated that IAFP organization is healthy, financially strong and having a record attendance. He also mentioned MMRA PDG is very strong and active. He mentioned that 400 students registered for the meeting and requested the PDG groups to find ways in recognizing students.

Minutes: Minutes from the 2016 meeting were presented for comments or edits. There were no edits. Motion to adopt the minutes was by Katie Swanson, seconded by Jane Van Doren. Minutes adopted.

Matters Arising from 2016 PDG Meeting:

Marcel explained the selection process for new Vice Chair. This included multiple nominations from PDG members and elections through a voting process. Marcel indicated that this type of selection process will be adopted for future selection of Vice Chair(s), so nominations are welcome. Nominations are welcome from different regions (U.S., Europe, Asia/Eurasia, Asia Pacific) and affiliations (industry, government, academia, etc.). Nominations are due by **October 3, 2017!** People may self-nominate or nominate others.

Updates from SRA, MRA Specialty Group and ICPMF Committee:

Dr. Abani Pradhan provided the vision statement for SRA. He indicated that SRA is a multidisciplinary, interdisciplinary, scholarly, international society that provides an open forum for all those who are interested in risk analysis. SRA has several specialty groups one which is Microbial Risk Analysis Specialty Group (MRASG). The MRASG focuses on public health risks associated with a variety of biological hazards. Different activities of MRASG include: (1) sponsor/organize symposia, technical sessions, posters at SRA annual meeting, (2) organize webinars, (3) encourage students – Specialty Group student merit award competition, and (4) facilitate communications and networking (e.g., LinkedIn subgroup). At the upcoming 2017 SRA annual meeting (Arlington, VA), 6 topics relating to microbial risk assessment will be sponsored. For more information relating to SRA, please contact the Chairperson Abani Pradhan (akp@umd.edu).

Fanny Tenenhaus-Aziza gave an overview of ICPMF activities. The mission of ICPMF is to catalyze the development of predictive modelling in foods, primarily through advancing the success and sustainability of the biennial ICPMF-conferences. Currently the organization is in the process of revising their by-laws. The objectives of 2017–2019 include: (1) to export the concept of the Software Fair to conferences gathering microbiologists, industrial representatives and (2) preparing ICPMF10 (2017) and ICPMF2011 (2019). In the 2017 IAFP meeting, a symposium and software fair are being organized by ICPMF and Fanny thanked MMRA

PDG for supporting the events. Future actions will include: (1) Software fair at Food Micro 2018, (2) session on predictive microbiology at Food Micro 2018, (3) a webinar on PM and RA tools, and (4) potential collaboration with SRA.

Guest Speaker: Sofia M. Santillana Farakos, Ph.D., (Center for Food Safety and Nutrition, US FDA)

Highlights of the presentation:

Low water activity foods are foods with water activity less than 0.7 and stored for long periods of time at ambient temperature. *Salmonella* survival in low moisture foods typically follows a Weibull or a log-linear distribution. *Salmonella* survival is influenced by water activity and temperature. During storage, increased survival is apparent at lower temperatures and lower water activities. At the higher water activities the lethality rate is faster compared to the lethality in lower water activity products. Major influential factors in thermal inactivation include: (1) environmental conditions (2) food matrix (3) serotype (4) growth media and (5) inoculum drying conditions (affects cell physiology). Stress adaptation studies showed the *rpos* gene expression slightly changes during storage. Studies relating to risk assessment of *Salmonella* in almonds were summarized. It was indicated that a 4-log reduction in almonds reduces illnesses to < 1 per year. It was pointed out that considerations must be given to re-evaluating risk assessments if there is a risk of post-process contamination. Future work should focus on: (1) controlled conditions (2) physiology of the organism (3) predictive modeling of dynamic conditions (4) QMRA contamination data and (5) *Listeria* risk assessments. Studies relating to risk assessments are presented in the form of posters and symposia at this year IAFP 2017.

Following the presentation, there was discussion on the following points:

For your assessments, did you (Sofia) take into consideration how the person prepared the inoculum? Is there a reference on how to prepare inocula for low water activity products to not disrupt the water activity of the product:

- For the first question the answer is Yes. For the second question, to the best of Sofia's knowledge there is no specific method to do it because every method has its own limitations

Use of single strain vs cocktail for inactivation studies

- Better to use multiple single strains separately vs. cocktail to understand effect of thermal process on individual strains

Have you seen any great influences in your modeling if you prepared the inoculum dry vs. wet?

- Sofia responded Yes. When cells are dried, they become more resistant.

Organisms used for inoculation: broth or plates? Influence on heat resistance?

- In Sofia's personal experience, she found that organisms in broth exhibited better stability (more heat resistance) compared to organisms used from plate.

Sofia pointed out validation studies are performed in one matrix should be verified in other matrices to understand if the same inactivation kinetics apply.

Bob Buchanan pointed out that moisture migration and re-distribution may be possible (based on his experience with Pet foods risk assessment) when low moisture foods are distributed through dynamic conditions (due to temperature fluctuations) resulting in non-equilibrated conditions. So, future studies should consider these variables. Bob also suggested

that characterization of strains (in preparation for inoculum) must be performed.

Is there any work being done to work backwards from the atypical incidents (that may lead to outbreaks and consumer illness) to get an understanding of hierarchy of those incidents so that we can prevent public health issues

- Some work has been done in pistachios and it is challenging because it is difficult to know the actual cause. Requests are being made to investigators to enumerate the organisms when sampling occurs.

Which methods were used to enumerate *Salmonella*?

- Culture method using selective and non-selective media. Selective media showed 1-log difference because of cell damage.

IAFP 2017 Recap of Submitted Proposals

- Do Not Stumble over a Process Deviation: Regain Control with Predictive Microbial Modeling
- How to Exploit Omics Data on Pathogen Behavior in Microbiological Risk Assessment: An Update on the Current Research
- Complexity in Managing Risk from Pathogens in the Fresh Produce Chain: How Can Risk Assessment Help?
- A Risk-based Approach to Setting Microbiological Performance Standards for Poultry
- Development of Microbiological Criteria as Indicators of Process Control or Insanitary Conditions: A Summary of the Report Prepared for the United States Department of Defense by the NACMF
- Managing Risk in a Zero Tolerance World
- Predictive Microbiology and Risk Assessment Tools
- Software Fair on Predictive Microbiology and Risk Assessment Tools
- Foodborne Viruses: Detection, Risk Assessment, and Control Options in Food Processing
- Modeling Pathogens in Low Water Activity Foods: What, How, and How to Use It
- Ranking Risks in Low-resource Settings
- Translating the Big Data to the Food Industry
- Risk Modeling (12 presentations)
- Chemical and Microbial Risk Assessment: Similarities and Differences
- What is the Meaning of Zero Tolerance in the Age of Food Genomics?
- Preventive Controls Other Than CCP: Choosing, Verifying, and Validating
- Towards Risk-based Microbial Standards for Irrigation Water
- Modeling and Risk Assessment & Retail and Food Service Safety (8 presentations)

Symposia/Workshops/Roundtables/Debate and Webinars – Ideas for 2018 – Proposal due October 3, 2017

- Fundamental concepts relating to Non-threshold microbial dose-response models (Bob Buchanan)
- Mathematical modeling and risk assessment in viruses (Jane Van Doren)
- Risk-risk and Risk-benefit analysis (Jane Van Doren)
- *Listeria monocytogenes* risk assessment (Yuhuan Chen)
- Horizon scanning and subsequent quick risk assessments (Leon Gorris)
- Organizing Software fair (Fanny Tenenhaus-Aziza/ Mariem Ellouze)

- Applying modeling to defend nation's food supply against terrorism (Jessica Cox and Brian Hawkins)
- Estimating the threat of EMA through modeling (Brian Hawkins)
- Mathematical prediction of causative pathogens in food (Brian Hawkins)
- Applying modeling to prioritize strategic investments (Brian Hawkins)
- Complicated risk assessment or classic hazard analysis – do we really need both/can we really do both? (Yuhuan Chen and Bala Kottapalli)
- Biological variability (in thermal processing): Impacts for process control and validation (Marcel Zwietering and Heidy den Besten)

Webinars and Other Communications

- Marcel gave an overview of past webinars and recordings, asked the group what would be an appropriate frequency for webinars. The recommendation was two per year.

Recommendations to the Executive Board:

1. Recommend contacting firms like IBM who are working with the food industry on BIG data across the industry and finding a way for them to summarize their findings through webinars, symposia or informal sessions.
2. The MMRA PDG again had big support to recommend that recordings of MMRA PDG webinars be made freely available for both ALL IAFP Members and Non-Members. It is especially the most generic subjects that would be good to broadly diffuse.
3. Recommend finding a way to fund webinars through the PDG for presentations that cannot be sponsored by a commercial third party, due to the nature of the project (such as a study by a government agency or WHO/FAO). This would help make webinars freely available.

Next Meeting Date: July 8, 2018, Salt Lake City, UT.

Meeting Adjourned: 11:02 a.m. July 9, 2017.

Chairperson: Marcel Zwietering.

Pre Harvest Food Safety PDG

Attendees: Achyut Adhikari, Walid Alali, Bassam Annous, Martin Appelt, Ashley Arnold, Bledar Bisha, Pardeepinder Brar, Marisa Bunning, Laurel Burall, Kellie Burris, Allen Byrd, Kaylen Capps, Rebecca Catalena, Jeffrey Chandler, Huihui Chen, Jose Chipollini, Ruplal Choudhary, Ma. Rocelle Clavero, Carl Custer, Yue Dai, Jorge Davila-Avina, Tenille De Souza, Diane Ducharme, Xuetong Fan, Jeff Farber, David Gansemer, John Heller, Jason Horn, Stefan Horn, Ingrid Huntley, Keith Ito, Lee-Ann Jaykus, Issmat Kassem, Shivaram Keelara, Kalmia Kniel, Audrey Kreske, Mark Kreul, Eduardo Lecea, Glenda Lewis, John Line, Arosha Loku Umagiliyage, Dumitru Macarisin, Thomas McCaskey, Marianne Miliotis-Solomotis, TG Nagaraja, Yemi Ogunrinola, Isha Patel, Jitu Patel, Alda Pires, Juan Ponce de Leon, Victoria Prunte, Christophe Quiring, Mira Rakic Martinez, Chris Ramezanpour, Elizabeth Reed, Todd Rossow, Robert Sakata, Holger Schoenenbruecher, Arlette Shazer, Rick Sibbel, Michelle Smith, Jennifer Stokes, Taurai Tasara, Dimitri Tavernarakis, Todd Taylor, Phillip Tocco, Hong Wang, and Claudio Zweifel. **Number of Attendees:** 68.

Meeting Called to Order: 9:00 a.m., Sunday, July 9, 2017.

New Business:

- Bassam Annous, Chair, started the meeting by welcoming everyone and introduced Dr. Walid Alali, Vice Chair. Bassam asked those attendees who have not registered yet in this PDG to do so through IAFP. Check out this link for more information <https://www.foodprotection.org/upl/downloads/library/committees-pdgs-faq.pdf>
- The Chair encouraged members to submit nominations for Vice Chair by the end of July 2017. Election via email will follow.
- Bassam mentioned that the minutes from the 2016 meeting were E-mailed to all members and were also available online at IAFP Web site. He asked for a motion and second to approve them at this PDG meeting and were approved. No old business was raised.
- Dr. Rick Sibbel from Merck Animal Health presented "Overview: Farm Level Food Safety Risks & Preventative Tools" (25 minutes presentation). A five-minute question and answer period was followed.
- Kali Kniel, IAFP Executive Board Member, welcomed all and gave the 2017 IAFP report. Kali suggested to our PDG to consider giving awards to students presenting topics on preharvest food safety at IAFP.
- Bassam thanked Kali for IAFP support and the information provided. He then mentioned that our PDG had nine symposia accepted for IAFP 2017. He encouraged members to collaborate on symposia with members of other PDGs. Bassam stressed the importance of having three and six speakers per half and full symposium, respectively. This format was approved by the Program Committee and will be enforced.
- The Chair suggested to have 3–4 webinars a year including the possibility of students' presentations. We welcome suggestions from all members. a couple of topics for future webinars were suggested by Rick:
 - Antibiotics and food safety
 - Animal welfare and impact on food safety
- The deadline for submitting proposals for symposia and roundtables for IAFP 2018 is October 3, 2017. Bassam then opened the discussion on symposia/RT topics:
- Discussion on the new FDA regulations and compliance related to preharvest produce issues and agriculture water (Michelle Smith-FDA).
- A conversation on non-antibiotic alternatives (tools) to the use of antibiotics in livestock (Jose and Rodriguez from Merck Animal Health). Walid Alali can help.
- Antibiotic use and resistance in developing countries (Issmat Kassim-American University of Beirut).
- The interaction between animal welfare and food safety (Allen Bird-Diamond). Walid Alali can help.
- Plant microbiome and the influence on preharvest pathogens.
- Big data in pre-harvest livestock production systems (Walid Alali and Rodriguez).
- Connect with producers and hear their perception on food safety (John Heller).
- Niche market farms that grows both animals and produce in relation to food safety (Alda Pierce)
- Alfa toxins and crop food safety.

A couple of conference calls before October 3, 2017 will be held to finalize the symposia topics.

Recommendations to the Executive Board

1. We suggest sending a copy of the finalized symposium topics to the student PDG members so that they also can look at them and have a chance to participate in symposia of interest.

Next Meeting Date: July 8, 2018, Salt Lake City, UT.

Chairperson: Bassam Annous.

Retail and Foodservice PDG

Attendees: Michael Ames, Abdur Amin, Jeff Anderson, David Baker, Rick Barney, Hannah Bolinger, Betsy Booren, Chris Boyles, Alex Brandt, Pardeepinder Brar, Cheryl Brown, Veronica Bryant, Frances Buck, Janet Buffer, John Burnett, Allen Byrd, Benjamin Chapman, Teen Teen Chin, Peter Cook, Meghan Cox, Carl Custer, Holly Dance, Dorothy Dupree, Sarah Durham, Jeff Edelen, Ashley Eisenbeiser, Laurie Farmer, Thomas Ford, Robin Forgey, Ireneusz Gasienica, Kerri Gehring, Anne Gerardi, Bret Glembocki, Viswanathan Gopalkrishnan, Julian Graham, Leena Griffith, Dale Grinstead, Anyi Gutierrez, Steve Hails, Susan Hammons, Margaret Hardin, Yingshu He, Cory Hedman, Peter Hibbard, Jane Holicka, Jill Hollingsworth, Jason Horn, Alison Hurysz, Matt Igo, Lee-Ann Jaykus, Marjorie Jones, Chris Jordan, Kalmia Kniel, Bob Kramer, Gina Kramer (Nicholson), William Lachowsky, Glenda Lewis, Xingchu Li, Julia Logsdail, David Luedeke, Jing Ma, Chip Manuel, Patricia Marden, Matthew Markiewicz, Eric Martin, Fabiana Martins, Ann Marie McNamara, Barry Mikeska Jr, Guillaume Moncenis, Eric Moore, Matthew Moore, Jack Neal, Giselle Nunes, James O'Donnell, Haley Oliver, James O'Neal, Alli Pearson, Ruth Petran, Sarah Potter, Sarita Raengradub, David Reyda, Michael Roberson, Todd Rossow, Christopher Rupert, Aurora Saulo, Holger Schoenenbruecher, Dina Scott, Chuck Seaman, Natalie Seymour, Rafael Solis, Laura Strawn, Celia Suarez Pantaleon, Christine Summers, Todd Taylor, Hilary Thesmar, Angela Valadez, Daniel Vassar, Abigail Villalba, Robert Wagner, Benjamin Waring, William Weichelt, Han Wen, Tim Westbrook, Zhinong Yan, and Giddy Zipori. **Number of Attendees:** 105.

Meeting Called to Order: 1:00 p.m., Sunday, July 9, 2017.

Minutes Recording Secretary: Francie Buck.

Old Business:

- Submitted 2 symposia
- Overall 65% acceptance rate
- Perishable foods delivered to homes 10:30 a.m. – noon Monday
- Artisanal food 10:30 a.m. – noon Tuesday
- 3rd proposal not submitted – can resubmit for next year
- Communication is paramount for submission

New Business:

Introduced panel speakers: Topic – Big Data Management
Tom Ford – Ecolab
Ben Chapman – N.C. State
Cory Hedman – Meijer

Tom Ford will become Chair at IAFP 2018; Francie Buck will remain as Secretary.

Nominations were accepted for potential Vice Chair (for term beginning at IAFP 2018) will be voted on through Survey Monkey in Sept. or Oct.

Gave a description of expectations and duties for Vice Chair:

- Help develop symposia/roundtable proposals for 2018 webinar development
- Nominations:
- Megan Cox – Deloitte, self-nominated for VC
- Janet Buffer – Amazon, nominated by Gina
- Eric Moore – Testo solutions
- Haley Oliver – Purdue

Proposal submission deadline is Oct. 3.

- Big Data
- ATP testing – led by EL last year, Haley Oliver is a potential speaker
- Haley Oliver – economic trends in retail (online, food delivery, Blue Apron, Uber Eats) how are the demographics affected? CFP Committee has a committee on this – we can get speakers from them
- Megan Cox – Sensing and responding to unforeseen risk – symposia on technology IoT, applications on IoT – Megan will work on co-sponsoring with Food Defense PDG
- GFSI – retail and food service schemes – Hillary Thesmer submitted 2 years ago – work with Anne Gerardi from GFSI

Black Pearl Award

Executive Board Recommendations

Ann Marie – PDG member introduction

FSIS symposia – Hilary

Sessions 5 and 46

Megan Cox symposium – Crisis management roundtable 330-5

IAFP secretary introduction – how can we involve students more?

Recommendations to the Executive Board: None.

Next Meeting Date: July 8, 2018, Salt Lake City, UT.

Meeting Adjourned: 3:00 p.m.

Chairperson: Jay Neal.

Sanitary Equipment and Facility Design PDG

Names of Attendees: Mohammed Alhejaili, Keith Amoroso, Angela Anandappa, Amanda Beitler, Thomas Bell, Tom Berry, Steven Blackowiak, Gleyne Bledsoe, Rachael Blevins, David Blomquist, Laurel Burall, Greg Burnham, Erdogan Ceylan, Roger Cook, Cecilia Crowley, Denise DuFresne, Carianne Endert-Klaasen, Mario Estrada, Alexander Fridman, Robert Fuller, Mike Garrison, Charles Giambone, Margaret Good, Sheri Governo, Duane Grassmann, Karen Gregory-Williams, Leena Griffith, Hillary Hagan, Kenichi Higashiyama, John Holah, Lotte Jensen, Sanghyup Jeong, Chris Johnson, Raven Johnson, Brian Kraus, Mark Kreul, John Larkin, Soon Kiat Lau, Susan Leslie, Lisa Lucore, Deon Mahoney, Edyta Margas, Bradley Marks, John Merenick, Rob Middendorf, Pat Millner, Nathan Mirdamadi, Gerardo Morantes, Steven Murphy, James O'Donnell, Aaron Patch, Vera Peterson, Manon Proulx, Zhang Qi, Cari Rasmussen, David Rasmussen, Todd Rossow, Sara Rowland, Timothy Rugh, Robert Sakata, Michele Sayles, Anthony Shaw, Dorra Simmons, Steven Sims, Tracey Sinclair,

Debra Smith, Justin Smith, Frederick Stokes, Jeyamkondan Subbiah, Quincy Suehr, Dimitri Tavernarakis, Michele Theberge, Daniel Vassar, Stephen Walker, Tongyu Wu, Hongshun Yang, and Robert Yarsulik. **Number of Attendees:** 77.

Meeting Called to Order: 3:15 p.m., Sunday, July 9, 2017 by Edyta Margas. The IAFP Antitrust Guidelines were read.

Minutes Recording Secretary: Sophie Wu.

Old Business: Approved minutes of the 2016 meeting.

New Business:

- Board member Roger Cook give a short welcome speech. He emphasized increased connection, participation and input from students and young scientists.
- Prof. John Holah gave a presentation on hygienic design of food factories, followed by discussion. Main points included: Cooperation between architecture and food safety – what if architecture contradicts and jeopardizes hygienic design, drain design issues etc.
- New Vice Chair was elected: Dimitri Tavernarakis, Senior R&D mechanical engineer, Compac, New Zealand.
- Putting ideas for symposia together with 3-A committee was considered and symposia ideas from 3-A committee meeting were discussed.

Recommendations to the Executive Board:

1. Request approval of Dimitri Tavernarakis as Vice Chair to begin serving at IAFP 2018.

Next Meeting Date: July 8, 2018, Salt Lake City, UT. Conference call in October 2017.

Meeting Adjourned: 5:00 p.m.

Chairperson: Edyta Margas.

Seafood Safety and Quality PDG

Names of Attendees: Keith Amoroso, Jeff Anderson, Marc Barrett, Sohini Bhatia, Preetha Biswas, Gleyne Bledsoe, Kenneth Boyer, Marion Castle, Long Chen, Chen-Hsuan Chiu, Changsun Choi, Matthew Coleman, Sally Crowley, Mauricio Durigan, Kevin Edwards, Mario Gadanho, Xin Gao, Foivos Genigiorgis, Serena Giovinazzi, Fabienne Hamon, John Heller, Matt Igo, Todd Ireland, Whitney Jallet, Jessica Jones, Rick Kanaby, Dallas Kantoci, David Kingsley, Kalmia Kniel, Lin Koh, Michelle Lovett, Joey Marchant, Edyta Margas, Douglas Marshall, John Merenick, Naim Montazeri, Tetsuya Mori, David Morrison, Chad Nelson, Mellonie O'Neill, HyunKyung Park, Si Hong Park, Salina Parveen, Frederic Pastori, Sophie Pierre, Suresh Pillai, Lori Pivarnik, Victoria Prunte, Maria Ramirez, Forest Reichel, Nancy Rubio, Angela Ruple, Dong Joo Seo, Subash Shrestha, Gregory Siragusa, Rafael Solis, Tori Stivers, Juming Tang, Anna Theil-Gangl, Jane Van Doren, Tushar Verma, Abigail Villalba, Lisa Weddig, Xinyao Wei, Jian Wu, Shuang Wu, Hongshun Yang, Robert Yarsulik, and Cynthia Zook. **Number of Attendees:** 69.

Meeting Called to Order: 1:00 p.m., July 9, 2017.

Minutes Recording Secretary: Foivos Genigiorgis.

Old Business: Approval of 2016 Minutes and recap of 2016 program proposals.

New Business:

Outgoing Chairperson Michelle Lovett opened the meeting by thanking everyone and acknowledging the work that Forest and Foivos have done in the past year to move the group forward during her busy work schedule.

Welcoming message was given from Forest Reichel who introduced IAFP Board Liaison Kali Kneil.

Kali thanked the group members for the efforts to promote the Association. The Association is in great shape with 262 exhibitors (new exhibitors were 22). Also, there is an increasing number of students that have joined. On a side note the board would like to:

- Encourage use of webinars.
- Find more ways to recognize students: Certificates and non-monetary awards to encourage participation.

Forest offered a thank you to members Tori Stivers, Jessica Jones, Lori Pivarnik and Lisa Weddig for their efforts to have two symposia approved:

- After 20 Years of Seafood HACCP, is Our Food Safer
- Seafood-associated Vibriosis: Turning the Trend Around

Reviewed proposed agenda:

- Association Meeting Guidelines
- Approval of 2016 Meeting Minutes
- Member Profiles – PDG
- IAFP Board Liaison – Kali E. Kneil
- 2016 in Review
- General Discussion – PDG Goals
- Topic Development
- IAFP Board Recommendations

Emphasis on PDG collaboration: Would like to increase member participation. Plan to develop tools for PDG collaboration (e.g., spreadsheets for program submissions). Also, encourage webinars as a means to reach a broader seafood audience. Possible industry or association distribution and/or sponsorship.

Current questions:

- What are the goals of the seafood PDG?
- What type of information isn't available yet?
- How can the PDG better serve the committee members?

Program Proposals:

1. Matthew Coleman Florida Dept. of Agriculture: Looking at HACCP plans and CCPs outside of the regulatory requirements based upon customer and 3rd party requirements.

- How the inclusion of the non-essential CCPs are impacting effective monitoring of food safety CCPs? Also, industry experiences dealing with multiple regulatory agencies
- how increasing layers of audits and regulatory agency approaches affect the industry. Instead of being exclusive, plans become cumulative and add confusion to the industry. Potential program: How to balance regulatory compliance and customer and 3rd party requirements in the food safety environment. Note: Discussion led to the question
- Are people adding CCPs because of the catfish issue?

2. David Kingsley, USDA – Viral and Parasitic Foodborne Disease PDG: Seafood is regulated by the FDA – except catfish. This is presenting a challenge to industry and retailers in managing different regulatory structures. Differences between FDA and USDA in the matter of catfish? Different approach and implementation by FDA and USDA create disparity with regard to maintaining compliance with both agencies. Potential program: Due to time constraints, a webinar may be the only option to address the issue.
3. Parasites and other food safety risks associated with the consumption of raw seafood (e.g., sushi). There is a large collaborative opportunity for this topic. Input from individuals from Virus and Parasitic Foodborne PDG as well as the Pre Harvest and Safety PDG. It was also noted that allergens should be included due to allergic reactions from dead parasites. Another aspect for this topic is to add viral safety concerns in scallops. Hepatitis is a consideration from process water contamination. Potential program: Emerging hazards with the increased consumption of raw seafood.
4. Safe seafood handling beyond the producer. Safe seafood handling practices at the retail level. Recently the need became evident based upon a workshop held with retail outlets. Potential program: Safe seafood handling with broader reach to retailers and restaurants.
5. International regulations that impact the seafood industry. Global supply chain impacts the industry in many different ways. Regulatory requirements may differ based upon countries involved. Complexity of the regulatory environment can create roadblocks to effective compliance. Is there a means to navigate these regulations? What tools are available to track regulations that may vary by country – Potential collaboration with Food Law PDG and International Food Protection Issues PDG. Radiological hazards were also referenced. Potential Program: Managing seafood compliance and food safety in an international supply chain and market.
6. Discussion on PDG goals: what would the members like to see? How could the PDG improve? This was an open question posed to members. Some responses were:
 - Is there any way to provide information of research by universities – resources for members?
 - How can we build a better communication system and method of involving members in the program development discussions of the PDG: What is needed to do to submit?
 - Try to improve contact with the group members. Call for members to contact with Chairs and Vice Chairs.
7. Fraud topic – mislabeling of fish that are related to toxins (e.g., ciguatera toxin) as non-related species substitution causing a food safety risk with unidentified hazards inherent to the species used for substitution. Requires more research to develop.
8. Emerging issues topic. Combine issues and widen the scope of the discussion – new products coming to table by restaurants: lionfish in Florida – direct harvester to retailer (issues may be omitted outside of food safety control structure). Seaweed: what are the issues/risks? – maybe the PDG could initiate a survey on emerging issues. Topic requires more development.
 - Topic Discussion Notes: Question – Any research data on issues from harvester directly to retailers?

Food shipment directly to people's homes? Are there any regulatory gaps when harvesters are selling directing to retailers – YES, sometimes when this happens they bypass HACCP regulations. How do these exceptions affect seafood safety? For farms/harvesters – is local better – Quality maybe, but is it safe to consume? How tribal knowledge affects this. Cottage industry discussion.

A PDG member commented that very little research on seafood this year – should we encourage support with development of scientist award to increase attention? Also, there have been some issues with incoming scientists from other countries perhaps impacting submissions in the realm of seafood research and food safety.

Meeting Adjourned: 2:44 p.m.

Recommendations to the Executive Board: None.

Next Meeting Date: July 8, 2018, Salt Lake City, UT.

Meeting Adjourned: 2:44 p.m.

Chairperson: Forest Reichel.

Student PDG

Names of Attendees: Hamada Aboubakr, Frederick Adzitey, Adebayo Afuape, Nurul Hawa Ahmad, Sulaiman Aljasir, Abdur Amin, Brienna Anderson, Nicole Arnold, Manish Aryal, Makala Bach, Karleigh Bacon, Todd Badgley, Christopher Baker, Danielle Balay, Kristina Barlow, Stephanie Barnes, Sarah Beno, Gley Bledsoe, David Blomquist, Audrey Boeken, Samantha Bolten, Atsadang Boonmee, Renee Boyer, Brianna Britton, Elizabeth Brown, Christine Bruhn, John Bruhn, Alexander Bruner, Brittney Bullard, Danika Burnett, Melanie Butler, Mary Callahan, Loan Cao, Kaylen Capps, Joanna Carroll, Alejandro Castillo, Rebecca Catalena, Travis Chapin, Benjamin Chapman, Ann Lawrence Charles Vegdahl, Huihui Chen, Jessica Chen, Long Chen, Vijay Chhetri, Stoyka Chipchakova, Chen-Hsuan Chiu, SeonJu Choi, Andrew Clarke, Ma. Rocelle Clavero, Peter Cook, Roger Cook, Sarah Cope, Shani Craighead, Courtney Crist, Patricia Curtis, Carl Custer, Yue Dai, Michelle Danyluk, Tenille De Souza, Vaishali Dharmarha, Yiran Ding, Jungyoun Do, Paula Duarte Guevara, Rico Duncan, Laurel Dunn, Minh Duong, Dorothy Dupree, Madhumeeta Dutta, Leanne Ellis, Andrea English, Ellen Evans, Savana Everhart, Jeremy Faircloth, Justin Falardeau, Khashayar Farrokhzad, Paula Fedorka-Cray, Yaohua Feng, Angela Marie Ferelli, Kathleen Fermin, Samantha Finkelstein, Anthony Flood, Nicholas Forshee, Jose Fuentes, Alonzo Gabriel, Jingwen Gao, Zhujun Gao, Francisco Garces-Vega, Samantha Gartley, Ted Gatesy, Tiah Ghostlaw, Kathleen Glass, Chase Golden, Tony Gonzalez, Yaisy Gonzalez, MiKayla Goodman, Stephen Grove, Danielle Gunter-Ward, Mohammed Hakeem, Paul Hall, Alexis Hamilton, Kyuyoung Han, Keelyn Hanlon, Sophia Harrand, Linda Harris, Yingshu He, Erin Headley, Ian Hildebrandt, Patricia Hingston, Jill Hollingsworth, Yung-Chen Hsu, Ziyi Hu, Runze Huang, Lauren Hudson, Walaa Hussein, Matt Igo, Matle Itumeleng, Hyein Jang, HyeJin Jeong, Amy Jones, Charles Kalish, Trey Kampeter, Hillary Kelbick, Annette Kenney, Ramin Khaksar, Karuna Kharel, Margaret Kirchner, Kalmia Kniel, Gianni Koukkidis, Tony Kountoupis, Heejin Kwon, Shelli Laskowitz, Soon Kiat Lau, Linda Leake, Marla Leal Cervantes, Loralyn Ledenbach, Chaeyoon Lee, Hui

Key Lee, Ka Wang Li, Zhe Li, Chao Liao, Caitlinn Lineback, Pushpinder Litt, Qin Liu, Shuxiang Liu, Phillip Luu, Jing Ma, Beata Mackenroth, Brittany Magdovitz, Kathryn Magee, Stephanie Maggio, Rosine Manishimwe, Claire Marik, Ingela Marklinder, Douglas Marshall, Eric Martin, Elza Neelima Mathew, Alejandro Mazzotta, Jennifer Mcentire, Mohammad Melebari, Nathalia Millan-Borrero, Robyn Miranda, Nicole Mitchell, Kevin Mo, Zahra Mohammad, Naim Montazeri, Daniel Monte, Eric Moore, Matthew Moore, Eric Moorman, Mark Moorman, Gabriel Mootian, Rianna Murray, Flavia Negrete, Valerie Nettles, Angela Nguyen, Patrick Njage, Raeya Ogas, Tasha Opheim, Katie Overbey, Jacques Overdiep, Rodney Owusu-Darko, Samet Ozturk, Holly Paden, Haiying Pang, Hao Pang, Xinyi Pang, Laura Patterson, Bridget Perry, Michael Perry, Rachel Pfuntner, Randall Phebus, Raquel Pinto, Alda Pires, Lori Pivarnik, Siroj Pokharel, Stephanie Pollard, Kinsey Porter, Sarah Potter, Alex Puerta-Gomez, Mingyu Qiao, Sarita Raengpradub, Alejandra Ramirez, Maria Ramirez, Barbara Rasco, Andrea Ray, S. G. D. Nagalakshmi Reddi, Tian Ren, Julianny Rivera Calo, Michael Roberson, Catherine Rolfe, Jairo Romero, Nancy Rubio, Christopher Rupert, Maysa Sa, Paula Safko, Joyjit Saha, Kristen Saniga, Katherine Satchwell, Thomas Saunders, Don Schaffner, Holger Schoenenbruecher, Lester Schonberger, Taylor Schultz, Renee Schwartz, Dina Scott, Tarcio Sebastiany, Nicholas Severt, Shima Shayanfar, Adrienne Shearer, Brittany Singh, Avery Smith, Dara Smith, Sultana Solaiman, Aswathi Soni, Tamsyn Stanborough, Philip Steinbrunner, Kelly Stevens, Tori Stivers, Laura Strawn, Varalakshmi Sudagar, Quincy Suehr, Genevieve Sullivan, Ajita Sundarram, Januana Teixeira, Hung King Tiong, Megan Townsend, Laura Truitt, Aaron Uesugi, Lidia Valdes, Nick Van Lankveld, Adam Vanore, Deklin Veenhuizen, Constanza Vergara, Tushar Verma, Brian Walker, Isabel Walls, Danhui Wang, Wenqian Wang, Xinyue Wang, Yangyang Wang, Brad Webster, Xinyao Wei, Daniel Weller, Christopher Wells, Alyssa West, Chanelle White, Wendy White, Purni Wickramasinghe, Frances Widjaja, Shuang Wu, Tongyu Wu, Xingning Xiao, Jing Xie, Aixia Xu, Lily Yang, Mary Yavelak, Mu Ye, Yagmur Yegin, Jing Yuan, Xuan Zhang, Zijin Zhou, and Ye Htut Zwe. **Number of Attendees:** 282.

Meeting Called to Order: 1:00 p.m., Sunday July 9, 2017.

Minutes Recording Secretary: Christopher Baker.

Old Business: Acknowledgment and thanks to the outgoing SPDG officers.

New Business: Each Incoming Officer gave a brief introduction, and Stephanie Barnes discussed student PDG sponsored events occurring during the IAFF conference. Student PDG members were thanked for attending the Pre-IAFF Knowledge Bowl on Saturday, July 8, 2017. Stephanie Barnes discussed the extensive student involvement in this year's meeting. There were two roundtables and one symposium fully sponsored by the sPDG and two symposia that were co-sponsored by the sPDG in this year's IAFF conference. Several sponsors were recognized for their contributions to the sPDG. Lily Yang and Stephanie Barnes led a 3-minute thesis competition between five contestants and student lunch attendees voted on the winner to be announced at the Student Mixer on Tuesday, July 11, 2017.

Stephanie Barnes initiated a brainstorming session on developing ideas for IAFF 2018 symposia, roundtables, and technical sessions. She mentioned that the ideas formulated in the meeting will be sent out in a google spreadsheet through

the sPDG student listserv for members to review, edit, and add additional information. Stephanie mentioned that in addition to symposia, roundtables, and technical sessions, ideas can be formulated to create workshops and webinars. The expectations and details of potential symposia were discussed such as relevant food safety topics, emerging topics, and state-of-the-art method technologies. The roundtable details were also discussed (4–6 panelists, 90 minutes in length, etc.). During the brainstorming session, the potential mentor/mentee program was discussed. This program will be a platform for students to interact throughout the year with a food safety professional mentee about school, career, and life. Stephanie Barnes concluded the meeting by stating that many of the other PDG groups are very eager to work with us on ideas.

Recommendations to the Executive Board:

1. We recommend the inclusion of a Student Liaison for the Program Committee. The Liaison will serve as an extra resource for this group to help with information collection and distribution to PDGs (i.e., symposia acceptance and rejection with sponsored and co-sponsored PDGs). The Liaison will also serve in any capacity that this group deems appropriate.
2. We recommend the incorporation of a Student Liaison for all PDGs. The Liaison position will connect students with professionals in their respective areas of interest. The PDGs will gain a representative that will be able to help in a variety of capacities and this position will provide a direct outlet for awarding student achievement.
3. We thank the Executive Board for providing students with a space in the exhibit hall for students to interact and sell t-shirts. We recommend that the Executive Board continues to provide a space in the exhibit hall in the coming year.

Next Meeting Date: July 8, 2018, Salt Lake City, UT.

Meeting Adjourned: 1:30 p.m.

Chairperson: Stephanie Barnes.

Viral and Parasitic Foodborne Disease PDG

Attendees: Abebe Aberra, Mohammed Alhejaili, Maria Almeria, Pablo Alvarez, Keith Amoroso, Brienna Anderson, Preetha Biswas, Michelle Bogda, Elizabeth Bradshaw, Catharine Carlin, Laurenda Carter, Changsun Choi, Hediye Cinar, Shani Craighead, Cecilia Crowley, Alexandre Da Silva, Mauricio Durigan, Blanca Escudero-Abarca, Jeremy Faircloth, Laurie Farmer, Brady Fuchs, Ireneusz Gasienica, Alkmini Gavriil, Tiah Ghostlaw, Gopal Gopinath, Stephen Grove, Jack Guzewish, Ashley Hartzog, Tim Jackson, Lee-Ann Jaykus, Julie Jean, Tineke Jones, Soontag Jung, David Kingsley, Tony Kountoupis, Justin Lee, Zhe Li, Melissa Louis-Juste, Chip Manuel, Dawn McKinney, Naim Montazeri, Helen Murphy, Mellonie O'Neill, Geun Park, HyunKyung Park, Anne-Marie Perchec - Merien, Huan Qiao, Yvonne Qvarnstrom, Jordan Recker, Artur Rzezutka, Dong Joo Seo, Arlette Shazer, Adrienne Shearer, Hansaem Shin, Gloria Swick-Brown, Jan Vinje, Qihong Wang, Mu Ye, Christine Yu, and Zijin Zhou.

Number of Attendees: 60.

Meeting Called to Order: 9:00 a.m., July 9, 2017.

Recording Secretary of Minutes: Stephen Grove.

Welcome and Introductions: David Kingsley, PDG Acting Chair (Efsthathia Papafragkou absent).

Report from IAFF Executive Board:

Old Business: 2016 PDG meeting minutes were approved by members.

New Business:

- Election of Vice Chair: Candidates provided an introduction and an election was held. Alex DaSilva was elected Vice Chair of the PDG.

Overview of current topics of interest:

- Lee-Ann Jaykus, North Carolina State University, provided an update on activities within NoroCORE. Project wrapping up; officially ends May 2018. Showcase meeting scheduled for March 2018 in Atlanta, GA to provide an overview of project accomplishments. Big accomplishments include a cell culture for human norovirus and strong stakeholder engagement and social engagement activities. Looking for feedback on how research activities may continue after 2018.
- Alex DaSilva, FDA, provided an update on *Angiostrongylus cantonensis*, a rat lungworm, and the concern of transmission via slugs.

Discussion of ideas and topics for IAFF 2018:

- Viral metagenomics
- Industry-oriented management of viruses
- Transferring advances in clinical and public health into food industry – moving towards metagenomics; how to sell a virus-oriented metagenomics session.
- Update on norovirus culturing achievements – what are the challenges, accomplishments? Consider working with Applied Laboratory Methods PDG on difficulties in culturing pathogens, Hep E culture method, potentially a *Toxoplasma* presentation. Consider focusing on benefits to the industry. Lee-Ann and Chip to propose a session on NoroCORE and its benefits to the food industry and public health.
- Testing and methodology – availability of genome detection to the food industry; considerations of viability/infectious bacteria and viruses. Consider update in methods that can differentiate infectious and non-infectious pathogens.
- How would a facility validate that their clean up method is effective after a vomiting event – co-sponsored with Food Hygiene and Sanitation PDG.
- Surface disinfection strategies for viruses – Naim.
- Water contamination issues can find suitable topics crossing viruses, parasites and bacteria in contaminating water, co-sponsored with Water PDG.
- Norovirus vaccine development – phase 2 study underway. Consider a session in 2019.
- Zoonotic transmission/unusual transmission of viruses – Hep E via milk. No evidence of zoonotic norovirus transfer.
- *Toxoplasma* in dry cured ham – not enough information to show it can survive in properly cured ham.
- *Nemododes* transmitted by fish – *Anisakis*? What other issues with viruses in fish and seafood?

Recommendations to the Executive Board:

1. Recommend approval of Alexandre Da Silva as Vice Chair.

Next Meeting Date: July 8, 2018, Salt Lake City, UT.

Meeting Adjourned: 10:33 a.m.

Acting Chairperson: David Kingsley.

Water Safety and Quality PDG

Attendees: Abebe Aberra, Achyut Adhikari, Sultan Al Tahir, Mohammed Alhejaili, Sarah Allard, Samantha Bolten, Ann Bontempo, Cheryl Brown, Sarah Cahill, Mary Callahan, Teen Teen Chin, Matthew Coleman, Roger Cook, Linsay Edinger, Angela Marie Ferelli, Mirijam Garske, Atef Idriss, Armitra Jackson-Davis, Hillary Kelbick, Peter Kennedy, Elisabetta Lambertini, Sharan Lanini, Claire Marik, Sherri McGarry, Susan McKnight, Rianna Murray, Chris Okolo, Mangesh Palekar, Frederic Pastori, Suresh Pillai, Phyllis Posy, Katie Satchwell, Thomas Saunders, Daniel Smith, Sultana Solaiman, Don Stoeckel, Laura Tobilla, Lisbeth Truelstrup Hansen, Lidia Valdes, Adam Vanore, Mike Villaneva, Diane Walker, Xinyue Wang, Dorothy Wrigley, Changqing Wu, and Zheng Wu. **Number of Attendees:** 46.

Meeting called order: 9:00 a.m., Sunday, July 9, 2017.

Introductions were given and Roger Cook gave an IAAP Board presentation.

Old Business: None discussed.

New Business:

1. Trends
 - a. Roger Cook: Serious water outbreak brought the importance of considering the water quality of water (both municipal and private) when making food.
 - b. Phyllis Posy: Trends in research.
 - c. McKnight: The diversity of water uses though out food applications and the inconsistent requirements, especially for hazard analysis of water.
 - d. Wrigley: the beneficial uses of microbes to bio-remediate water or prevent contamination.

2. Breakout sessions and group sharing: many ideas were presented. Two interested almost all.
 - a. Gaps between industry and regulators, especially international
 - i. Need/role for multinational corporation to drive quality and safety, esp. international.
 - b. Relevance of modern technologies to risk
 - i. Perception of risk to actual risk
 - ii. Communication of risk to public of real risk vs. perceived
 - iii. Does presence mean risk is real
3. Vice Chair election: Elisabetta Lambertini.

Recommendations to the Executive Board:

1. Elisabetta Lambertini as Vice Chair for the Water Quality and Safety PDG.
2. Schedule PDG meetings throughout the meeting rather than just on Sunday.

Next Meeting: July 8, 2018, Salt Lake City, UT.

Chairperson: Phyllis Posy

Affiliate Council Minutes

IAFP 2017 – Sunday, July 9, 2017
Tampa, Florida

Affiliate Delegates Present:

North America:

Alabama	Neil Bogart
Arkansas	Brian Umberson
Capital	Jenny Scott
Carolinas	Linda Leake
Colorado	Mark Caudel
Florida	Peter Hibbard
Georgia	Tori Stivers
Missouri	James O'Donnell
New Jersey	David Reyda
New York	Steve Murphy
Ohio	Christina Wilson
Oklahoma	Li Maria Ma
Ontario	Katherine Di Tommaso
Pennsylvania	Peggy Good
Quebec	Julie Jean
Texas	Alex Castillo

International:

Africa	Peter Kennedy
Australia	Sandy Hume
Colombia	Nury Alvarez Lara
Korea	Kun-Ho Seo
Mexico	Norma Heredia
New Zealand	Roger Cook
Southeast Asia	Hyun-Gyun Yuk
Taiwan	Chai-Yang Chen
United Arab Emirates	Bobby Krishna

IAFP Board and Staff Present: Linda Harris, Kali Kniel, Alejandro Mazzotta, Mickey Parish, Tim Jackson, David Tharp, Lisa Hovey, and Susan Smith.

Visitors/Guests: Frederick Adzitey (Africa), Stephanie Barnes (CT), Tom Berry (MN), Dave Blomquist (MN), Sherrod Bostocky (FL), Phil Bremer (NZ), Byron Chaves (NE), Carl Custer (Capital Area), Leanne Ellis (UK), Ellen Evans (UK), Justin Falardeau (BC), Santos Garcia (Mexico), Anne Gerardi, Fabiana Guglielmone (Argentina), Sanjay Gummalla (Capital Area), William Huntley (Southern California), Xiuping Jiang (Chinese in NA), Nelly Lam (Hong Kong), Alvin Lee (SE Asia), Juan Leon (CO), Jing Ma (Capital Area), Deon Mahoney (Australia), Zahra Mohammad (TX), Amit Morey (AL), Charles Muyunja (Africa), Vickie Nevarez-Moorillon (Mexico), Nydia Orue (Mexico), Dawn Raymond (Upper Midwest), Amy Rhodes (NY), Julianny Rivera Calo (CO), Diego Romuo (Argentina), Allen Saylor (Capital Area), Brandy Sheehan (MO), Lee Yan Sheen (Taiwan), Kelly Stevens (MN), Gloria Swick-Brown (OH), P.C. Vasavada (Indian in NA), Luxin Wang

(Chinese in NA), Laurel Weilage (CO), James White (WA), Pam Wilger (MN), and Zhinong Yan (Chinese in NA).

Number of Attendees: 75.

Meeting Called to Order: 7:05 a.m., Sunday, July 9, 2017.

Recording Secretary of Minutes: Alex Castillo.

Agenda: The agenda was reviewed and unanimously approved.

Delegate Roll Call: Conducted at 7:07 a.m. by Susan Smith.

Change of 2016 Minutes: Minutes from the 2016 Affiliate Council Meeting were amended with the addition of Julie Sundgaard from the Minnesota Food Protection Association and Tom Berry from the Upper Midwest Dairy Industry Association to the list of "Affiliates Present."

Approval of 2016 Minutes: The amended minutes were then approved and seconded.

Report from Affiliate Chairperson: Neil Bogart provided the following updates:

1. Recognition of new Affiliate: Colorado Association for Food Protection
2. Affiliates with milestone anniversaries were recognized: Oklahoma – 1 year

Report from IAFP President: Linda Harris updated the Affiliate Council Meeting attendees with the status of IAFP, stressing that IAFP had recorded its highest membership in history and commented on the record number of exhibitors and attendees at this year's meeting.

Report from IAFP Executive Director: David Tharp welcomed the Delegates to Tampa and IAFP 2017. He commented on:

1. Increase of nearly 200 participants at IAFP 2017 over IAFP 2016
2. Provided a brief report on IAFP that includes a \$2.5 million balance in the General Fund
3. Increase in number of Affiliates
4. Support for Affiliate meetings includes the IAFP Executive Board Speaker Program

Report from IAFP Staff Liaison: Susan Smith reported the following: IAFP had 42 of 53 (79%) active Affiliates file an Annual Report, up 3% from 2016. All Affiliates need to comply with IAFP Bylaws by submitting an Annual Report. Additionally, more Affiliates are encouraged to submit

for awards. This year we had 16 submitted, up from 6 in 2016. However, you cannot win if you do not apply. Delegates and Presidents are required to be IAFP Members to meet compliance so double check before applying for any award(s). If you create a new Web site, let Susan know. If you have a Web site, keep it updated at least twice a year. Some sites contain outdated information or are no longer active. For your Affiliate meetings, take advantage of meeting materials, membership certificates, the IAFP slide show, and the updated Affiliate pop-up exhibit booth. Please submit briefs/photos on your Affiliate meetings if you would like to be included in the *Affiliate View*. We lost the North Dakota Affiliate during the past year but gained Colorado as a new charter in 2017. Several other areas have expressed interest, with a couple in the developmental stages.

Affiliate Web sites: Neil Bogart reminded attendees about the template option, *SquareSpace*, on building Web sites.

Roundtable Discussion: Fifteen minutes were devoted to the roundtable discussions about the topic of "How can Affiliates support small manufacturers under the Food Safety Modernization Act (FSMA) in our respective regions?" One person from each table briefly relayed their respective group's discussion, as summarized below:

1. *Representatives from China, Chinese in North America, Hong Kong and Taiwan:* Food exporters in Asia-Pacific area are mostly small to mid-size companies, with items such as seafood and spices. It's hard for small manufacturers to send personnel to the U.S. to get FSPCA PCQI training for preparing Food Safety Plans. In addition, language proficiency is an issue. Good strategy would be that a local Affiliate can have Lead Instructors for PCQI so training can be delivered in local languages, and the industry can save money in travel costs. For example, Taiwan Affiliate has two Lead Instructors and began PCQI training in Taiwan in June 2017.
2. *Representatives from Quebec, Colorado and UK:* Hold webinars; provide free or partially-funded help; clarify confusion and inform SMEs; include FSMA information in college courses.
3. *Representatives from Africa:* Focus has been on the growers so small manufacturers end up being the processors who want to have Web-based training (a webinar series started out of Canada). Simplify the standards so all levels of the organization can understand. Have trainers come into the facilities to train for more 'real-life knowledge.' Stress the 'why' you are doing something to garner better understanding (explain the benefits). Provide different ways of receiving information out of full-day and hour-long meetings with speakers; provide food or serve at a common place like a bar or a facility that offers tours to entice participants.
4. *Representatives from Argentina, Mexico and Colombia:* Help certify small manufacturers to be more informed. Small manufacturers need to request lots of money to even get to a baseline. Colombia Affiliate sought experts (SGS) to place purchases and reduce costs in helping all the certifications, which have become a business in that auditors don't have experience, yet find the wrong thing. Perhaps create an SOP on how to certify so the Affiliate can help provide coaching, especially on research. The FDA 'practiced' with other countries outside the U.S. Advantage now in U.S. is that the businesses have to fulfill two requirements for national and international certifications. Support manufacturers on the limits of what FDA can and cannot answer. Help businesses form coalitions to subsidize (decreasing costs), especially auditors.
5. *Representatives from Minnesota and Southeast Asia:* SQF certification vs. FSMA: Is the gap larger than we think? Local Affiliate Web sites: create searchable links to resources to help; link into sites like the FSPCA, PQCI training or more broad; local extension through universities; local outreach to invite small organizations to Affiliate meetings. Connect small manufacturers with available training through various groups, local, national and international. Cover awareness at Affiliate meetings, involve state regulatory, etc.
6. *Representatives from Ohio, Carolinas, Georgia, Australia and New Zealand:* List and poll small manufacturers; ask regulators within Affiliate groups to help with a list then create a special event to invite them. Australia Affiliate has annual food safety meeting to which small manufacturers are invited; workshops are held on various topics, including for dual operator butchers who slaughter and process sausage, etc. Australia Affiliate developed templates/codes of practice for this industry. Listen to media and the 'skuttlebutt' of what food safety issues people are struggling with, then develop related educational materials that are quick and easy to read at no charge.
7. *Representatives from British Columbia, UAE, and Washington:* Hold FSMA workshop at Affiliate meetings, focusing on small manufacturers; Dubai giving simple intro at this point; Washington is working with larger companies (as mentors) to provide small companies with training (large companies can provide space for FDA to conduct training); connecting with trade groups to get information out there; team with local universities, agricultural and local public health departments; create an Affiliate 'specialist.'
8. *Representatives from Florida, etc.:* Identify the small manufacturers (with help from trade associations?) and the challenges they face; Affiliates can help support and provide PCQI training.

Do the small manufacturers have to comply or are they exempt? Help guide them to find best resources to hold discussions (is there a Web site or some kind of template?).

9. *Representatives from Oklahoma, Arkansas, etc.:* Facilitate interaction between “Food Innovation Center/Incubator” (at state level) and small manufacturers by a) encouraging small manufacturers to join Affiliate Annual Meeting/Conference with free registration and exhibition booth to be provided to manufacturers and b) soliciting funds (by Affiliate) from local government to help small manufacturers to build up Web site; involve graduate students in FSMA training by designing “case study” course using selected small manufacturers (including site visits); partner with representatives of small manufacturers to hold FSMA information sessions.
10. *Misc. Representatives (Affiliates unidentified):* Learning from large companies’ experiences; coaching/mentoring – sending this option out to the membership by special invitation; take the foundation pieces and create training/tools to share; connect with universities/extension offices such as sponsoring workshops and/or webinars; make them aware of the resources available, especially from FDA and/or FSPCA by putting links on Affiliate Web sites, pamphlets, etc.

Election of Affiliate Council Secretary: Neil Bogart announced that James O’Donnell, Delegate from Missouri, was willing to stand for election, and asked if there were any nominations from the floor. Having no additional nominations, the nomination was moved and seconded to elect James, who was voted by acclamation.

Presentation of the Affiliate Awards: Neil highlighted the achievements of the award winners and presented the 2017 Affiliate Awards to the following:

Affiliate Membership Achievement – Minnesota Food Protection Association

Affiliate Communication Materials – Florida Association for Food Protection

Affiliate Member Education – British Columbia Food Protection Association

Best Affiliate Overall Meeting – Mexico Association for Food Protection

Food Safety Consortium (Hong Kong) received the C.B. Shogren Memorial Award, which will be presented at the Awards Banquet on Wednesday, July 12, 2017.

Old Business: Neil Bogart reported that, since no recommendations were made to the Executive Board in 2016, no discussions were necessary.

New Business: Neil Bogart and Susan Smith reported on the benefits of possible electronic only submission of Affiliate Annual Reports in 2018 (for the year 2017). After group discussion, all reports, including from those Affiliates applying for awards, can now be submitted electronically to save time and costs due to shipping. Discussion also took place on making all submitted annual reports available on the IAFP Web site, which will be a recommendation to the IAFP Executive Board. Neil also spoke about holding Affiliate training sessions and encouraged involvement, including speaking opportunities, at local universities.

Brian Umberson, Delegate with the Arkansas Association for Food Protection, reported that the Arkansas Affiliate and the Oklahoma Affiliate will hold a joint meeting this fall to combine efforts between the two organizations, saving money and sharing information. The idea was welcomed by the council.

Affiliate Reports: Delegates/Representatives gave two-minute oral summaries of their respective Affiliate activities for the 2016 year. Reports included the number of active members, number of general membership meetings hosted in 2016, biggest challenges, biggest successes, and topics of interest to other Affiliates.

Final Comments: Neil commented that the IAFP Executive Board encourages all Affiliates to reach out to more students, a good way to increase membership for both IAFP and for respective Affiliates. He thanked all Affiliates and the IAFP Staff throughout his term as Affiliate Council Chair.

Recommendations to the Executive Board:

1. Recommend placing all submitted Affiliate Annual Reports for the most recent active year on the IAFP Web site for viewing, eliminating the need to display at Annual Meeting.

Passing of the Gavel: Chairperson Neil Bogart passed the gavel to Alex Castillo, signifying the beginning of Alex’s term as Affiliate Council Chair.

Next Meet Date: July 8, 2018, Salt Lake City, UT.

Meeting Adjourned: 10:17 a.m.

Chairperson: Neil Bogart.

Recommendations to the Executive Board with Board Responses from Board Meeting Held July 13, 2017

STANDING COMMITTEES

Food Protection Trends Management Committee

1. It is recommended that Matt Taylor be recognized as Vice Chair and will ascend to Chair on July 21, 2019.
Board Response: Agree
2. It is recommended that five awards be developed to recognize publications in *FPT* and be awarded during the 2018 meeting:
 1. **Most-cited peer-reviewed publication.** This award will recognize the most-cited publication based upon citations over the past five calendar years. Metrics will be determined from Web of Science based upon Clarivate Analytics.
 2. **Most-viewed peer-reviewed publication.** This award will recognize the most viewed publication published over the past 2 calendar years. The 2018 award will be compiled from articles published from Jan–Feb of 2016 until Nov–Dec 2017. Donna Bahun will obtain data based upon views in the prior calendar year.
 3. **Most viewed general interest publication.** This award will recognize the most viewed publication published over the past 2 calendar years. The 2018 award will be compiled from articles published from Jan–Feb of 2016 until Nov–Dec 2017. Donna Bahun will obtain data based upon views in the prior calendar year.
 4. **Most downloaded peer-reviewed publication.** This award will recognize the most downloaded publication published over the past 2 calendar years. The 2018 award will be compiled from articles published from Jan–Feb of 2016 until Nov–Dec 2017. Donna Bahun will obtain data based upon downloads in the prior calendar year.
 5. **Most downloaded general interest publication.** This award will recognize the most downloaded publication published over the past 2 calendar years.

The 2018 award will be compiled from articles published from Jan–Feb of 2016 until Nov–Dec 2017. Donna Bahun will obtain data based upon downloads in the prior calendar year.

Board Response: Agree if the metrics can be obtained.

3. It is recommended that the final survey be delivered by a web-based survey platform that will allow for integrated logic to be established within the survey (direct next question based upon response). Cathy Cutter, Faith Critzer, and Donna Bahun will work to craft preamble to the survey and test the instrument once available prior to release to all IAFP members. It is also recommended that a \$100 gift card be awarded randomly to one participant in order to incentivize participation.
Board Response: Agree.
4. It is recommended that a new online viewing platform be considered by the Executive Board for *FPT*. The current platform makes it difficult for the IAFP membership to access and view content. Consider allowing for hyperlinked table of contents so readers don't have to advance through all content to get to an article they are interested in reading and improve the ability to view content (ex. font is too small and zoom is too close).
Board Response: Agree, IAFP staff will look into options of a new platform. The current table of contents is linked to the article page for ease of navigation.

Journal of Food Protection Management Committee

1. The Committee would like to continue to work with Judy Luther to:
 - a. Correlate article downloads with citations to get a better understanding of our metrics and our readership and,
 - b. Run a distribution curve of our citations in conjunction with our impact factor.**Board Response:** Agree

Program Committee

1. The Program Committee recommends that the Board evaluate exhibit hall hours.
Board Response: Exhibit hall hours have been discussed annually. What reasoning is behind this recommendation?
2. The Program Committee would like to explore the possibility of badge scanning for session rooms.
Board Response: Additional justification for session room scanning is requested from the Program Committee.
3. The Program Committee recommends a new approach to encouraging PDG collaboration.
Board Response: The Board welcomes ideas for a new approach from the Program Committee.

SPECIAL COMMITTEES

3-A Committee on Sanitary Procedures

1. 3-A is recommending the Board add a PDG specifically for FSMA.
Board Response: PDGs already cover the subject of FSMA, but if a new PDG is warranted, a group of Members can request to start a new one.
2. 3-A is requesting the Board approve the installation of new Co-Chairpersons Carianne (Cari) M. Endert-Klaasen, Michigan Department of Agriculture and Rural Development and Brook E. Leguineche, Idaho State Department of Agriculture; also approve Steven T. Sims, FDA as Vice Chair.
Board Response: Agree.

Committee on Control of Foodborne Illness

1. CCFI recommends that an on-line survey of IAFP Members be conducted for risk taking in food safety including purchased food items, household kitchen hygiene, cooking and food storage. Behavioral scientists Ben Chapman and Christine Bruhn have agreed to assist in preparing this survey. The results will be presented at the 2018 Annual Meeting, and after input from members published in *FPT*. Support likely from Retail and Foodservice PDG and Food Safety Culture PDG.
Board Response: The Board encourages the Committee to undertake this survey.

Constitution and Bylaws Committee

1. Consider whether to add a statement to the Bylaws about a quorum for Standing and Special Committees. In case a quorum is not present to transact necessary business, the special and standing committees should be authorized to act in the best interests of IAFP.

Board Response: Language should be provided by the Constitution and Bylaws Committee for consideration by the Board before presenting to the Membership for a vote.

2. The Board should contact members of the Constitution and Bylaws Committee whose two-year renewable terms are ending to inquire whether they want to continue for another two-year renewable term. This ensures active involvement and the ability to invite/welcome replacement members for those who are no longer active.
Board Response: Agree, staff will follow up with current Committee members.
3. Extend an invitation to the Past Chair of the Student PDG to serve on the Constitution and Bylaws Committee as a career building opportunity on a one year renewable term.
Board Response: Agree, Constitution and Bylaws Committee should contact the Student PDG to solicit for a student liaison.

4. Renewed recommendation for the Constitution and Bylaws Committee to provide a refresher on the basics of Roberts Rules of Order in the meeting of Chairs and Vice Chairs at the 2018 meeting.
Board Response: Agree, Constitution and Bylaws Committee is requested to provide this refresher and a tip sheet for Chairs and Vice Chairs.

Foundation Committee

1. Make provisions to create a means for membership to donate non-monetary gifts to the Foundation (airline miles, hotel points, etc.).
Board Response: Agree, staff will investigate the process.
2. Make provisions to create a means for membership to make provisions in their will for continued donations.
Board Response: Agree, staff will investigate the process.
3. Develop an initiative to create videos and unique means for continued Foundation communications to IAFP members, throughout the year.
Board Response: Agree, video taken during IAFP 2017 will be used for a video.

Membership Committee

1. There should be increased recognition of student achievement. This may be facilitated through PDGs, who would give awards to students who present research at IAFP in the respective PDG-sponsored session. This would be a similar approach to IFT, in which their divisions sponsor student competitions.
Board Response: Agree, this was proposed to PDGs during their meetings this year.

- There is only one award specifically for young professional IAFP members. The Executive Board should consider a new award, specifically for a young industry professional, to mirror the Larry Beuchat Young Researcher Award, which mainly has been awarded to young academic and government professionals. The goal of these two recommendations would be to promote students that have attended IAFP, and continue coming to IAFP as they grow into young professionals and eventually hold professional positions, in order to maximize the chances that these students will become the future pillars of IAFP.

Board Response: Agree, the Board suggests that the Committee further develop criteria for this award.

- There should be increased recognition of companies that promote food safety culture, especially among young IAFP members. This may include companies that recognize the importance of IAFP and send their employees to the Annual Meeting, or companies that hold workshops on food safety, etc. Recognition could occur in the form of Industry Profiles, published in *Food Protection Trends*.

Board Response: Agree, the Board suggest the Committee could work with other PDGs to recognize companies in some manner.

- Membership in the Membership Committee is very low. This may be due to the fact that the Membership Committee meeting is held on the Saturday before the Annual Meeting, and several members of the Committee arrive on Saturday night or on Sunday. It is proposed that the Membership Committee Meeting be moved to a time that occurs during the Annual Meeting, as this may lead to better attendance. The Executive Board should also revisit the Constitution and Bylaws of IAFP for the Membership Committee to ensure that it reflects the current state of IAFP membership.

Board Response: Agree.

Nominating Committee

None.

Past Presidents' Committee

- Advertise in publications by NEHA, the Canadian Association of Public Health and other applicable organizations in North America, for the Sanitarian and Travel awards.

Board Response: Agree, staff will look at associated costs vs. benefits.

- Explore how CEUs work with NEHA – Board to charge Retail and Education PDGs with exploring process and value of offering CEU accreditation.

Board Response: Agree, staff will look at associated costs vs. benefits.

Webinar Committee

- The Webinar Committee suggests that the Board strongly consider changing our webinar platform. That consideration should include the “GoToWebinar” platform, and others.

Board Response: Agree, staff will look at associated costs vs. benefits.

- The Webinar Committee suggests that the Board revisit and clarify fee structure for webinars. The Committee is concerned that the incentive to make webinars free, by restricting them to a PDG, actually reduces awareness.

Board Response: The Board will discuss webinar fee structure at a future Board meeting.

- We recommend the Board direct staff to share all PDG minutes with the Webinar Committee, so the Committee can track “in-development” webinars. These in-development webinars can be posted on the Web site as a teaser for webinars to come.

Board Response: Agree, minutes are posted on individual PDG web pages and as a single document containing all minutes. In addition, the all minutes are presented in the November/December issue of *Food Protection Trends*.

PROFESSIONAL DEVELOPMENT GROUPS

Advanced Molecular Analytics PDG

- Several people in the group recommended that the app be changed to include link to each PDG's sponsored or cosponsored sessions.

Board Response: Agree, staff will look into making the necessary changes.

- Several requests for doubling or tripling the numbers of chairs and tables in the commons area for people to have more places to interact as well as laptop work.

Board Response: Each Annual Meeting location is unique and it is recognized that networking areas are very important to the meeting. Efforts will be made to include areas for working and networking.

Applied Laboratory Methods PDG

- If a full symposium is accepted as a half symposium, please allow for the 6 speakers to talk albeit for 15 minutes. This will enable the organizers to address the subjects of the title of the symposium as designed. Selecting only 3 speakers may not fully address the objectives of the symposium and omit critical talks to that subject.

Board Response: The Program Committee agreed to only allow 30 minute presentations in symposia.

Beverages and Acid/Acidified Foods PDG

1. The Board should instruct the Program Committee to prioritize PDG program ideas when developing the Annual Meeting program.

Board Response: The Program Committee selects the best developed symposium submissions whether from PDGs or outside sources.

2. PDGs should be alerted when a program idea is submitted by an individual or group (outside of the PDG) that would benefit from PDG affiliation/support.

Board Response: With 27 PDGs and topic overlap, this is a near impossible feat.

3. The Annual Meeting program (printed and online) should include sponsoring PDGs. The program App should be searchable to include PDG sponsored programs, i.e., you can search to find all programs sponsored by the Beverages and Acid/Acidified foods PDG.

Board Response: Agree, staff will look into making the necessary changes.

4. PDG Chairs and Vice Chairs should be informed as to the fate of suggested programs; currently this information is only sent to the conveners who may, or may not, inform the PDG Chairs and Vice Chairs.

Board Response: Chairs and Vice Chairs are encouraged to follow up with the submitters of session proposals to determine whether the submission was accepted or not.

Dairy Quality and Safety PDG

1. Approve the succession of Yvonne Masters and Nancy Huls to Chair and Vice Chair respectively.

Board Response: Agree.

2. Approve the newly-elected Secretary Wendy McMahon.

Board Response: Agree.

3. Consideration of implementing the IAFP Buddy Program universally (as an IAFP wide program), administrated and advertised by IAFP.

Board Response: Please provide the program document used by the Dairy PDG in 2017 for Board review.

4. Program Committee to formally or automatically notify PDG Chair and Vice Chair of any programming content submitted and/or accepted by the Committee for the following year.

Board Response: Chairs and Vice Chairs are encouraged to follow up with the submitters of session proposals to determine whether the submission was accepted or not.

Developing Food Safety Professionals PDG

None.

Food Chemical Hazards and Food Allergy PDG

1. Recommend that Paul Hanlon will be installed as Chair of the PDG at the 2018 Annual Meeting.

Board Response: Agree.

2. Recommend that the Board approve the Vice Chair election to take place via SurveyMonkey after the Annual Meeting.

Board Response: The Board encourages PDGs to hold the Vice Chair election prior to the Annual Meeting so the Vice Chair begins their term at the Annual Meeting.

3. The Chair and Vice Chair would like to solicit input from the PDG to assess member value and expectations of being a member of the Food Chemical Hazard and Food Allergy PDG. The goal is to align sessions, webinars and PDG meetings that meet or exceed member expectations. This will take place via SurveyMonkey. The PDG Chair and Vice Chair will make results available to the PDG and to the Board upon request.

Board Response: The Board encourages you to survey your members as outlined.

Food Defense PDG

1. PDG recommends no changes to the mission statement.

Board Response: Agree.

2. Recommend the approval of Oscar Rodriguez-Gonzalez as Chair of the Food Defense PDG for 2018–2020.

Board Response: Agree.

Food Fraud PDG

1. We ask that the Board approve the newly developed Food Authenticity and Integrity PDG with the following changes addressed in items 2–4.

Board Response: Agree.

2. We ask that the Board approve the PDG's name change from "Food Authenticity and Integrity PDG" to "Food Fraud PDG." The members felt that the masses would understand this name better, especially in the international arena. We felt it would be better to address authenticity and integrity in the drivers/scope.

Board Response: Agree.

3. We ask the Board to approve the PDG's new mission statement: The mission of the Food Fraud PDG is to serve as a multidisciplinary forum for open discussion and exchange of information among collegiate, regulatory and industry regarding the unique challenges associated with the developing area of food fraud, including food safety and economic implications.

Board Response: Agree.

4. We ask that the Board approve Neil Bogart as the elected PDG Chair and Steven Sklare as the PDG Vice Chair.

Board Response: Agree.

Food Hygiene and Sanitation PDG

1. Making symposia searchable on the app by PDG for 2018.
Board Response: Agree, staff will look into making the necessary changes.
2. Post the agenda for each PDG meeting on the app so that participants can plan their attendance agenda.
Board Response: Agree, this was done in 2017 for PDGs who provided their agenda to staff for posting.
3. Recommendation to Board to switch roles of Nadia Narine (Secretary) to replace Ken Davenport as Vice Chair (Ken has a conflict as Chair of the Packaging PDG).
Board Response: Agree.

Food Law PDG

1. Recommend approval of Rosetta Newsome as Vice Chair of the Food Law PDG beginning at the IAFP 2017 Annual Meeting.
Board Response: Agree.

Food Packaging PDG

1. The Food Packaging PDG recommends that the IAFP invest in updating the IAFP App to make symposia searchable by the sponsoring PDG to better enable members to quickly filter the symposia for content. Furthermore, update the hard copy books so that the sponsoring PDG(s) are listed along with the organizer/convenor/etc.
Board Response: Agree, staff will look into making the necessary changes.

Food Safety Assessment, Audit and Inspection PDG

1. Recommend the Board approve the formation of this new PDG.
Board Response: Agree.
2. Recommend approval of the following Mission Statement: To provide an International forum for the open exchange of information among peers on the unique scientific and technical challenges associated with food safety assessments, audits and inspections, and encourage development of best practices and educational opportunities that improve the acquisition and application of the knowledge, skills and abilities relevant to assessing, auditing and inspecting food safety.
Board Response: Agree.
3. Recommend approval of Patricia Wester as Chair.
Board Response: Agree.

Food Safety Culture PDG

1. Approve permanent formation of Food Safety Culture PDG.
Board Response: Agree.
2. Approve Megan Kenjora (Guilford) as Chair.
Board Response: Agree.
3. Approve Lone Jespersen as Vice Chair.
Board Response: Agree.
4. Approve the following Mission Statement: The mission of the Food Safety Culture PDG is to provide an international forum to advance food safety culture science and best practices.
Board Response: Agree.

Food Safety Education

None.

Fruit and Vegetable Safety and Quality

None.

HACCP Utilization and Food Safety Systems

1. Recommend that Deann Akins-Lewenthal be approved as Vice Chair of the PDG.
Board Response: Agree.
2. Request that the Board determine how many hits have been made in the last 2 years on the IAFP HACCP Guidance document and inform the PDG Chair of the results.
Board Response: IAFP does not currently have a HACCP Guidance document.

International Food Protection Issues PDG

1. To approve the election of Ian Jenson to Vice Chair of the PDG.
Board Response: Agree.
2. To provide written summaries of IAFP international meetings to be printed in *Food Protection Trends*.
Board Response: Agree, currently, IAFP international meetings are reviewed in *Food Protection Trends*.

Low Water Activity Foods PDG

None.

Meat and Poultry Safety and Quality PDG

1. Recommend that Wendy White, Golden State Foods, be recognized as Vice Chair.
Board Response: Agree.
2. Recommend that the PDG Chair be notified, in addition to the organizer, for education programs not accepted by the Program Committee. This will ensure that topics of interest could be developed for future webinar educational programming.
Board Response: Chairs and Vice Chairs are encouraged to follow up with the submitters of session proposals to determine whether the submission was accepted or not.

3. Recommend IAFP offer pre-paid ticket lunch on Sunday with PDG meetings to facilitate PDG attendance in afternoon sessions.

Board Response: Providing lunch and charging to PDG members is cost prohibitive. Lunch at convention centers would exceed \$30 per person.

Microbial Modelling and Risk Analysis PDG

1. Recommend contacting firms like IBM who are working with the food industry on BIG data across the industry and finding a way for them to summarize their findings through webinars, symposia or informal sessions.

Board Response: Agree, the Board encourages this PDG to proceed with this effort.

2. The MMRA PDG again had big support to recommend that recordings of MMRA PDG webinars be made freely available for both ALL IAFP Members and Non-Members. It is especially the most generic subjects that would be good to broadly diffuse.

Board Response: The Board views access to webinar recordings as an IAFP Member benefit. Webinar recordings are freely available to all IAFP Members. Membership in the Association is only \$55 and is kept low to allow for food safety professionals to easily be able to afford to be a Member.

3. Recommend finding a way to fund webinars through the PDG for presentations that cannot be sponsored by a commercial third party, due to the nature of the project (such as a study by a government agency or WHO/FAO). This would help make webinars freely available.

Board Response: The Board is open to optional funding of webinars.

Pre Harvest Food Safety PDG

1. We suggest sending a copy of the finalized symposium topics to the student PDG members so that they also can look at them and have a chance to participate in symposia of interest.

Board Response: Agree, preliminary symposium topics are sent to all PDG Chairs and Vice Chairs (including the Student PDG).

Retail and Foodservice PDG

None.

Sanitary Equipment and Facility Design

1. Request approval of Dimitri Tavernarakis as Vice Chair to begin serving at IAFP 2018.

Board Response: Agree.

Seafood Safety and Quality PDG

None.

Student PDG

1. We recommend the inclusion of a Student Liaison for the Program Committee. The Liaison will serve as an extra resource for this group to help with information collection and distribution to PDGs (i.e., symposia acceptance and rejection with sponsored and co-sponsored PDGs). The Liaison will also serve in any capacity that this group deems appropriate.

Board Response: The Board will discuss with the Program Committee at its February 2018 meeting.

2. We recommend the incorporation of a Student Liaison for all PDGs. The Liaison position will connect students with professionals in their respective areas of interest. The PDGs will gain a representative that will be able to help in a variety of capacities and this position will provide a direct outlet for awarding student achievement.

Board Response: Agree, in discussion with PDG Chairs and Vice Chairs, it was determined that the Student PDG should select or appoint a Student Liaison to each PDG and inform the IAFP staff so they can inform the specific PDG.

3. We thank the Executive Board for providing students with a space in the exhibit hall for students to interact and sell t-shirts. We recommend that the Executive Board continues to provide a space in the exhibit hall in the coming year.

Board Response: Agree.

Viral and Parasitic Foodborne Disease PDG

1. Recommend approval of Alexandre Da Silva as Vice Chair.

Board Response: Agree.

Water Safety and Quality PDG

1. Elisabetta Lambertini as Vice Chair for the Water Quality and Safety PDG.

Board Response: Agree.

2. Schedule PDG meetings throughout the meeting rather than just on Sunday.

Board Response: PDG meetings will be held on Sunday. Additional meeting time can be requested and scheduled through the IAFP office.

AFFILIATE COUNCIL

1. Recommend placing all submitted Affiliate Annual Reports for the most recent active year on the IAFP Website for viewing, eliminating the need to display at Annual Meeting.

Board Response: Agree.