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.


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:

1. 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 identified 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 Downloaded Publication** – “Motivators and Barriers to Safe Food Practices: Observation and Interview” by Susan Arendt, Catherine Strohbehn, and Jinho Yun, – 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 PDG to develop Geral 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 downloads 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 views in the prior calendar year.
The meeting opened with a vote to approve the 2016 minutes as written. No edits were needed.

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 Castilbo, Peyman Fatemi, Narjol Gonzalez-Escalona, Barbara Ingham, Stephen Kenney, James O’Donnell, Laurie Post, Abani Pradhan, Manan Sharma, and Hyun-Gyun Yuki

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


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 Loyanachan.

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-press 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 will 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 Zung, 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 collections 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,
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


Number of Attendees: 58.

New Members: Frederick Stokes, Dimitri Tavnerarakis, 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 Sayler. 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 IAFP.
- 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 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: 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 IAFP 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. 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

Recommendations to the Executive Board:
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.

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.


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.
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, follow-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 related to IAFP growth, including:

1. What can IAFP do to continue to generate increased membership?
2. How do we recognize student achievements?
3. Can we increase IAFP awards or recognition for young IAFP members?
4. 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
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.

Past Presidents’ Committee

Members Present: Don Zink, Bob Gravani, Gale Prince, Stan Bailey, Katie Swanson, Jenny Scott, Jack Guzewich, 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 sanitary 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 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.
- Members Present: Don Zink, Bob Gravani, Gale Prince, Stan Bailey, Katie Swanson, Jenny Scott, Jack Guzewich, 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 sanitary 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.
**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.

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**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 IAFP’s site or present IAFP 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 policy that can be on the IAFP website with details regarding how to put on a webinar and what is the process for submitting ideas for webinars to IAFP. Manpreet volunteered to put this document together and circulate among the committee before submitting to IAFP.

The Webinar Committee would like to see the IAFP policy regarding webinars (including Member accessibility for webinar presenters, 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 IAFP to put this on the webinar tab of the IAFP Web site.

There was discussion around why we see a dip in the WP webinars conducted in the fall or rather right after the IAFP 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 IAFP 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 IAFP into webinar
- How to get webinars throughout the year

**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.

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**PROFESSIONAL DEVELOPMENT GROUPS**

**Advanced Molecular Analytics PDG**

**Attendees:** Mohammed Alhejaili, Sufian Alkhaled, Maria Almeria, Jianba Bai, Pratik Banerjee, David Bauer, Junia Beaubrun, Scott Benko, Reginald Bennett, Bledar Bisha, John Bodner, Samantha Bolton, Ismail Boyaci, Laurenda Carter, Jeffrey Chandler, Sandra Chaves, Hediey Cinar, Anna Colavecchio, Angel Conde, Nisha Corrigan, Cecilia Crowley, Gregory Danzeisen, Daniel Demarco, Xiangu Deng, Govindaraj Dev Kumar, Vikrant Dutta, Linsay Eddinger, Martha Escoto Sabillon, Laura Ewing, Patrick Fach, Jeff Farber, Khashayar Farrokzhad, Peyman Fatemi, Emily Feldpausch, Bill Folkerts, Michael Freer, Jose Fuentes, Mario Gadanho, Xin Gao, Alejandro Garrido-Maestu, Mirijam Garske, April Garza, Ted Gatesy, Bei Lei Ge, Zachery Geurin, Bret Glembocki, Facundo Gomez Vera, Gustavo Gonzalez, Lawrence Goodridge, Gopal Gopinath, Michele Gorman, Dale Grinstead, Anyi Gutierrez, Rasas Haji, Mohammed Hakeem, Yingshu He, Joe Heinzelmann, Sunee Himathongkham, Maria
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 to make sure their badges were scanned.
- Gave instructions on updating 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.

5-minute “lightning” talks:

- Zachary 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:

- 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 honored:
  1. Regulations Based on Sequences? (L. Goodridge, G. Siragusa – roundtable)
  2. What are WGS Analytical and Regulatory Applications Beyond Database Building? (Keith Lampel, Goodridge, Jarvis, and Buchanan – roundtable – possible co-sponsor with Regulatory PDG)
  4. Bioinformatic Bias in Whole Genome Sequencing Analysis. (Keith Lampel – symposium).
  5. Enrichments Meet Metagenomics. (Karen Jarvis and Bob Buchanan – symposium – possible co-sponsor with Advanced Laboratory Methods PDG)
  10. Bring Bioinformatics Into the Undergrad Classroom. (Kirchner and Baumler – symposium).
  11. Hand Sanitation Food Hygiene and Facility. (Grinstead and Sayler – symposium).
  13. NGS for Food Quality with Respect to Nutrition (or Spoilage). (Shayanfar, Shima – symposium).
  18. Teaching a Biologist to Use Bioinformatics Data. (part of sequencing workshop).
**Meetings Called to Order:** 7:30 a.m., Thursday, July 5, 2018, Salt Lake City, UT.

**Minutes Recording Secretary:** Keene Lampel.

**Chairperson:** Greg Siragusa.

**Applied Laboratory Methods PDG**


**Total Number of Attendees:** 193.

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

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

**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 which 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 IAFP 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 Beilte, April Bish, Pardeepinder Brar, Fred Breidt, Alexander Bruner, Danika Burnett, Erdogan Ceylan, Mario Estrada, David A French, Jose Fuentes, Alonzo Gabriel, David Gansemer, Mirijam Garske, Alkmini Gavvrii, 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 (SO4).

   **PDG members are encouraged to attend the Monday session.**

   **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).
         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)
   (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.
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-Klaassen 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


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 (mdmoore418@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, Aprile Bishop, Christine Bruhn, John Bruhn, Scott Burnett, Charles Czuprynski, Elien De Boeck, Govindaraj Dev Kumar, Andrew

**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-convened 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-convened 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 Adjoined:** 5:15 p.m.

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

**Chairperson:** Tony Flood.

**Food Defense PDG**

**Attendees:** Melanie Ablay, Sufian Alkhaldi, 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,
Mickey Parish (IAFP President-Elect) spoke about PDGs.

All persons in attendance at the commencement of the meeting introduced themselves.

The 2017 Symposia were reviewed and included:
- 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 – Combating 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/2GfSlQRV6gykjAwr2
- 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.

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

Chairperson: Jennifer Pierquet.

Food Fraud PDG


Total Number of Attendees: 40.
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


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 Annoos – 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
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?
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.
3. 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.
4. 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 in involved?
   - How to prove that cleaning was effective?
   - ATP effectiveness on spores or virus.
5. Allan Sayler: 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
6. Jeff Kornacki: Elements of what would be needed to assist a plant after being shut down 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.
7. 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.

6. Aparna Tatavartmy, and Vanessa Cranford. FDA-Transportation – symposia/webinar-trailers. Trucks, reffers, 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 2018

Volunteers 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:

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


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 IAFP student members. More than 400 students are in attendance of the 2017 IAFP 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 IAFP 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.

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 where 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.
3. Drawbacks
   a. Toxicity & Evaluation Methods
   b. Testing & characterization of nano-migration
      i. Speaker suggestion: Tim Duncan (FDA)
   c. Public Perception
   d. Sustainability

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

   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

**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/convenor/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**


**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.
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


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**


**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.
   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.

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 Beauleieu, Sylvia Bergman, Bruna Bertoldi, Larry Beuchat, Sohini Bhatia,
Minutes Recording Secretary: Humberto Maldonado.

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

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 IAFP 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 FVSQ 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 to 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 Sprout Safety Draft Guidance is intended to be published before January 2018. NASA, 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 through the FSMA training collaborative forum.

2. Diane Ducharme, FDA, presented the Produce Safety Network (https://www.fda.gov/food/guidanceregulation/FSMAucm510261.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 leaders 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://producensafetyalliance.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


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 lharris@krafheinzcompany.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?
      c. One of benefits from CODEX might be to define equivalencies to OPRP or other terminology
   c. Ingredient Risk Assessment – characterizing risk of ingredients in light of FDA Draft Guidance
      i. Education – does the person conducting risk assessment do they have enough education to know what resources to look at the characterize risk properly
         1. Do we have enough training in the industry to determine this?
   d. Qualitative vs quantitative approaches to characterize severity and likelihood of potential hazards
      i. Both approaches may be valid
      ii. If not data then bound to a qualitative approach
      iii. Differences if from a HACCP POV vs. RA
         1. Likely to be there vs likely to be there and will cause illness/injury
            a. Dose-response
      iv. Severity – ICMSF qualitative approach for micro hazards
         1. Categories must be developed for other types of hazards
      v. Either approach is used to reduce complexity and decide what may be acceptable or not acceptable
      vi. Matrices between likelihood and severity are commonly used
      vii. No easy answer….it depends, its complicated

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 Kottapati (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


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 focused 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/a-i5168e.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.
- 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:

- 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.

- Deon Mahoney noted Australia’s food safety system had now achieved mutual recognition with the USA and the continuing concerns regarding raw milk.

- 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.

- 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:

- 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
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


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.
**Microbial Modelling and Risk Analysis PDG**

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 Prahan (akpi@umd.edu).

Fanny Tenenhaus-Aziza gave an overview of ICPMF activities. The mission of ICPMF is to catalyze the development of predictive modeling 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)

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 sway 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**


**Number of Attendees:** 68.

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

**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)
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


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


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


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

Minutes Recording Secretary: Foivos Genigjoris.

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. Kniel
- 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., sushis). 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?
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 IAFP conference. Student PDG members were thanked for attending the Pre-IAFP 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 in this year’s IAFP 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 IAFP 2018 symposia, roundtables, and technical sessions. She mentioned that the ideas formulated in the meeting will be sent out in a google spreadsheet through BlueSky.

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.
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 continue 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

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 (Efstathia Papafragkou absent).

Report from IAFP 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 IAFP 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 contaminated 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.
• Nemodokes 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 IAFP 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

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 Munyija (Africa), Vickie Nevarez-Moorrillon (Mexico), Nydia Orue (Mexico), Dawn Raymond (Upper Midwest), Amy Rhodes (NY), Julianny Rivera Calo (CO), Diego Romuo (Argentina), Allen Sayler (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.

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.

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.

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.

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.
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. 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.

3. 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.

4. 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**

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.

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

2. 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**

1. 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.

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.

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

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.

**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**

1. 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.

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.

**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**

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.

**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 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), administered 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.

   **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
   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/convener/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: The mission of the Food Safety Assessment, Audit and Inspection PDG is to provide an international forum to advance food safety culture science and best practices.
   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 Lamberti 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.