



AOAC INTERNATIONAL
Board of Directors Meeting
September 18, 2011
Sheraton New Orleans
Rhythms 1 Room
New Orleans, LA, USA

Attendees:

Members

(present for all or part of meeting)

Russell Flowers, *President (Mérieux Nutrisciences Corporation)*
Gayle Lancette, *Immediate Past President (FDA, Retired)*
Stanley Bacler, *President-Elect (Health Canada)*
Jonathan DeVries, *Treasurer (Medallion Laboratories)*
Darryl Sullivan, *Secretary (Covance)*
Mark Coleman, *Director (Elanco)*
Douglas Hite, *Director (TN Department of Agriculture)*
Ronald Johnson, *Director (bioMérieux)*
Xiumei Liu, *Director (Chinese Center for Disease Control & Protection)*
Hilde Skår Norli, *Director (NMKL)*
David Acheson, *Director-at-Large (Leavitt Partners)*
James Harnly, *Director-at-Large (USDA-ARS)*

Members Absent

(with regrets)

Clay Detlefsen, *Director-at-Large (International Dairy Foods Association)*

Guests

(present for all or part of meeting)

Lei Bao, Shan Dong Import-Export Inspection & Quarantine Bureau of China – *President of AOAC China Section*
Sneh Bhandari, Silliker
John Budin, Silliker
Norma Hill, US Treasury, Retired
Greg Jaudzems, Nestle
Markus Lipp, US Pharmacopeia
Maria Ines Santoro, University de Sao Paulo
M.L. Jane Weitzel, Quality Analysis Consultants
Wayne Wolf, USDA, Retired, *Chair of TDRM*
Donna Zink, AIM Research Enterprises

Organizational Affiliate Member Representatives

(present for all or part of meeting)

Grant Abernethy, Fonterra Cooperative Group Ltd.
Arti Arora, The Coca-Cola Company
Brad Barrett, AB Sciex
Lou Anne Blanchard, Kraft Foods
Carmen Diaz-Amigo, Eurofins
Brad Goskowicz, Microbiologics
Zoe Grosser, Perkin Elmer
Mark Mozola, Neogen
Bert Popping, Eurofins – *Chair of RI Board*
Lars Reimann, Eurofins
Brad Stawick, Microbac Laboratories
John Szpylka, Medallion Laboratories – *Chair of OMB*
F. Morgan Wallace, DuPont Qualicon

AOAC Staff

(present for all or part of meeting)

E. James Bradford, *Executive Director*
Scott Coates, *Chief Scientific Officer*
Arlene Fox, *Sr. Director – Laboratory Proficiency Testing Program*
Dawn Frazier, *Executive for Scientific Business Development*
Krystyna McIver, *Executive for Scientific Business Development*
Deborah McKenzie, *Sr. Director – Standards Development*
Alicia Meiklejohn, *Executive Office & Business Development*
Tien Milor, *Managing Editor, Inside Laboratory Management*
Anita Mishra, *Executive for Scientific Business Development*
Albert Pohland, *Technical Consultant*
Robert Rathbone, *Sr. Director – Publications & Method Validation Programs*
Joyce Schumacher, *Chief Financial Officer*

Sunday, September 18, 2011

I. Introductory Items

1.1 Call to Order, Introductions, Announcements

President Flowers called a meeting of the Board of Directors to order at 9:03 am on Sunday, September 18, 2011. A quorum was declared based on the presence of the above members.

1.2 Review of Policy Statements

The Board's attention was called to the Association's Bylaws and the Policies of Antitrust, Use of Association Name and Logo, and Conflict of Interest.

1.3 Approval of September 18, 2011 Draft Agenda

President Flowers presented the DRAFT Agenda for the September 18, 2011 Board of Directors Meeting.

Motion: DeVries/Hite moved/seconded approval of the DRAFT Agenda as presented.

Vote: PASSED UNANIMOUSLY

The Board passed a resolution by acclamation to dedicate the 2011 AOAC Annual Meeting to the late Barry Titlow, former beloved AOAC Board Member and President-elect.

1.4 Approval of June 2011 Draft Meeting Minutes

President Flowers presented the DRAFT minutes of the June 27-28, 2011 Board of Directors Meeting. An error was identified in Section 2.3, AOAC's net gain was incorrectly reported as \$462,545, the minutes should state a net gain of \$426,545.

Motion: Sullivan/Coleman moved/seconded approval of the revised DRAFT minutes of the June 27-28, 2011 Board of Directors Meeting as corrected.

Vote: PASSED UNANIMOUSLY

II. Board of Directors and Executive Office Affairs

2.1 General Election Results 2011

President Flowers presented the 2011 Election and Balloting Report which was provided to AOAC INTERNATIONAL on August 25, 2011 by Survey and Ballot Systems (SBS) and certified by the Tellers Committee on August 26, 2011. The report is a summary of the election results along with detailed comments regarding the process. The following individuals won the election and will take office at the close of the Business Meeting on September 21, 2011: Mark Coleman, President-elect; Darryl Sullivan, Secretary; Jonathan DeVries, Treasurer; Norma Hill, Director (2 years); Erik Konings, Director (3 years); James Harnly, Director (3 years).

2.2 Finance Committee Report

Jonathan DeVries, Treasurer, presented the Finance Committee Report. The Finance Committee met on Sunday, September 18, 2011, prior to the Board of Directors Meeting. As of August 31, 2011, the AOAC reserve account balance was \$4,429,049, and the Association experienced a net gain of \$430,555 on income of \$3,560,059 and expenses of \$3,129,504, for the first seven months of the year.

Complete reports/presentations referenced herein are included in the "September 2011 Board Meeting Book" and are available upon request

2.3 Approval of Official Treasurer's Report

Jonathan DeVries presented the Treasurer's Report that will also be presented at the 2010 Business Meeting on Wednesday, September 21, 2011.

Motion: Sullivan/Harnly moved/seconded acceptance of the Treasurer's Report as presented.
Vote: *PASSED UNANIMOUSLY*

2.4 Ratification of Director-at-Large Nominations

The term of Director-at-Large Clay Detlefsen will expire at the conclusion of the 2011 Annual Meeting.

Motion: Sullivan/DeVries moved/seconded the re-appointment of Clay Detlefsen to a one year term as Director-at-Large.
Vote: *PASSED UNANIMOUSLY*

2.5 Ratification of RI Board Election

On August 29, 2011, the RI Nominating Committee presented the Board with the following two candidates to serve three-year terms, beginning at the conclusion of the AOAC Business Meeting on September 21, 2011: DeAnn Benesh (3M) and Paul in't Veld (Netherlands Food and Consumer Product Safety Authority). The AOAC INTERNATIONAL Board elected the new candidates by majority vote, by e-ballot.

Motion: DeVries/Johnson moved/seconded the ratification of the e-ballot, electing DeAnn Benesh and Paul in't Veld to serve three-year terms on the RI Board of Directors.
Vote: *PASSED UNANIMOUSLY*

2.6 TDRM Recommendations

Wayne Wolf, Chair of the Technical Division on Reference Materials (TDRM), presented the following recommendation from the TDRM Executive Committee:

Expert Review Panels are required to address issues of method performance such as accuracy prior to recommending that an analytical method be recognized by AOAC INTERNATIONAL as an Official Final Action Method. This shall include reviewing Method Validation and Method Verification study reports and results from the analysis of appropriate Reference Materials using the suggested method.

The new First Action Official Method of Analysis process was further discussed amongst Board members and attendees.

Motion: Flowers/Hite moved/seconded tabling the discussion until the December Board meeting, where they may discuss whether the Expert Review Panel process needs amending, perhaps by creating more criteria or by making it more transparent for nonparticipants.
Vote: *PASSED UNANIMOUSLY*

III. Current and Pending Project Updates

3.1 International Formula Council and SPIFAN

Complete reports/presentations referenced herein are included in the "September 2011 Board Meeting Book" and are available upon request

Jim Bradford and Darryl Sullivan described progress with the SPIFAN project. The September 17th Stakeholder meeting, attended by representatives from all regions of the world, served as the launch of three new nutrients. AOAC is planning a SPIFAN meeting to be held in India in early 2012.

3.2 Elanco & Veterinary Drug Residues

Jim Bradford and Mark Coleman described new action with the Elanco project. The Expert Review Panel on Veterinary Drug Residues will reconvene on September 20th to evaluate the possibility of granting First Action status to methods for Ractopamine and Monensin/Narasin.

3.3 Dietary Supplements

Jim Bradford indicated that AOAC and USP are in talks regarding a potential partnership. Jim Harnly provided an update on the work of the Presidential Task Force on Dietary Supplements, under the NIH funded project, an ERP developed draft guidelines for validating botanical identification (ID) methods, which have now been posted to the AOAC website.

3.4 Department of Homeland Security & SPADA

Jim Bradford presented an update on the AOAC/DHS SPADA project. A special informational session was held on September 17th, detailing the processes and accomplishments of SPADA. Future initiatives may involve work within the scope of food and agriculture.

3.5 AOAC and AOAC RI Re-Investment Projects

3.5.1 SPSFAM – Stakeholder Panel on Strategic Food Analytical Methods

Jim Bradford provided an overview of the September 16th SPSFAM meeting.

3.5.2 ISPAM – International Stakeholder Panel on Alternative Methods

Jim Bradford, Russ Flowers, and Bert Popping briefed the group on the September 16th ISPAM meeting.

IV. Official Methods Board

4.1 Updates on the Official Methods Board

John Szpylka, Chair of the Official Methods Board, presented an update to the Board on recent OMB activities. Wayne Ziemer is completing his term on the OMB, Victoria Siegel and Douglas Abbott will begin terms at the conclusion of the Annual Meeting. The OMB will present observations to the Board at the December meeting, regarding the ERP process and the expectations for future Final Action status reviews.

V. Research Institute

5.1 Program Updates

Deborah McKenzie presented the RI Program Updates. The RI has a total of 165 PTM certifications. The initial GovVal project was completed; a final report will be forthcoming. The RI Board will meet during on Wednesday, September 21 at 10am.

VI. New Business/Other Business

Complete reports/presentations referenced herein are included in the “September 2011 Board Meeting Book” and are available upon request

President Flowers recognized outgoing Board member and Past President Gayle Lancette and thanked her for her service to the Association.

VII. Adjournment

Motion: Sullivan/Harnly moved/seconded adjournment of this meeting.

Vote: *PASSED UNANIMOUSLY*

This meeting of the AOAC INTERNATIONAL Board of Directors was adjourned at 11:00 am on Sunday, September 18, 2011.

Submitted By:

Darryl Sullivan, Secretary

Date