



AOAC INTERNATIONAL  
Board of Directors Meeting  
March 28-29, 2011  
AOAC Headquarters  
Gaithersburg, MD, USA

Attendees:

**Members**

(present for all or part of meeting)

**Russ Flowers**, *President (Silliker)*

**Gayle Lancette**, *Immediate Past President (Retired - FDA)*

**Jonathan DeVries**, *Treasurer (Medallion Laboratories)*

**Darryl Sullivan**, *Secretary (Covance)*

**Stan Bacler**, *Director (Canadian Food Inspection Agency)*

**Xiumei Liu**, *Director (Chinese Center for Disease Control & Protection)*

**Hilde Skår Norli**, *Director (NMKL)*

**Douglas Hite**, *Director (TN Department of Agriculture)*

**Ronald Johnson**, *Director (bioMerieux)*

**James Harnly**, *Director-at-Large (USDA-ARS)*

**Members Absent**

(with regrets)

**Mark Coleman**, *Director (Elanco)*

**David Acheson**, *Director-at-Large (Leavitt Partners)*

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

**Guests**

(present for all or part of meeting)

**Arti Arora**, *The Coca-Cola Company - OA*

**DeAnn Benesh**, *3M - OA*

**LouAnne Blanchard**, *Kraft - OA*

**Gerry Broski**, *Thermo Scientific - OA*

**Brad Guskowicz**, *Microbiologics - OA*

**Zoe Grosser**, *Perkin Elmer - OA*

**Matt Jones**, *Mars - OA*

**Prabhakar Kasturi**, *PepsiCo - OA*

**Linda Peng**, *DuPont Qualicon - OA*

**Brian Schaneberg**, *Mars - OA*

**John Szpylka**, *Medallion Laboratories - OA*

**Socrates Trujillo**, *US FDA CFSAN*

**F. Morgan Wallace**, *DuPont Qualicon - OA*

**AOAC Staff**

(present for all or part of meeting)

**E. James Bradford**, *Executive Director*

**Scott Coates**, *Chief Scientific Officer - Microbiology*

**Arlene Fox**, *Sr. Director - Laboratory Proficiency Testing Program*

**Dawn Frazier**, *Sr. Director - Membership and Professional Development*

**Krystyna McIver**, *Sr. Director - Communications*

**Deborah McKenzie**, *Sr. Director - Methods Approval Processes & Research Institute*

**Alicia Meiklejohn**, *Executive Assistant*

**Tien Milor**, *Managing Editor, ILM*

**Anita Mishra**, *Executive for Scientific Business Development*

**Robert Rathbone**, *Sr. Director - Publications & Method Validation Programs*

**Garlon Riegler**, *Sr. Director - HR & Administration*

**Joyce Schumacher**, *Chief Financial Officer*

**Monday, March 28, 2011**

**I. Introductory Items**

**1.1 Call to Order, Introductions, Announcements**

President Flowers called a meeting of the Board of Directors to order at 1:09 pm on Monday, March 28, 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 March 28-29, 2011 Draft Agenda**

President Flowers presented the DRAFT Agenda for the March 28-29, 2011 Board of Directors Meeting.

**Motion:** DeVries/Lancette moved/seconded approval of the DRAFT Agenda as modified.

**Vote:** *PASSED UNANIMOUSLY*

## **1.4 Approval of December 13-14, 2010 Draft Meeting Minutes**

President Flowers presented the DRAFT minutes of the December 13-14, 2010 Board of Directors Meeting. Upon review, Gayle Lancette pointed out an error in the minutes under Section 4.1: Proposed AOAC Community for Drinking Water and Wastewater.

**Action Item:** Revise December 2010 minutes to reflect motion made by Gayle Lancette under Section 4.1: Proposed AOAC Community for Drinking Water and Wastewater, resubmit the revised minutes to the Board for approval (AOAC staff).

## **1.5 Review Previous "To Do" Lists**

President Flowers reviewed the "To Do" List from previous Board of Directors Meetings:

September 26, 2010:

1. Add Review of the Facilities and Services Agreement, Inter-Board Duty Chart, and Job Description to the December AOAC Board Meeting Agenda.

*Ongoing* – This item is on the agenda under item 6.2, a compilation of the RI Board feedback will be available at the meeting.

2. OMB to provide a schedule/timeline for the disbanding of the standing method committees.

The OMB will give a report under agenda item V.

## **II. Board of Directors and Executive Office Affairs**

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

## **2.1 Executive Session Report**

President Flowers reported on the Executive Session held prior to the Board meeting on March 28, 2011. The Board considered recommendations brought forth by the Nominating Committee regarding the vacant President-elect position. The Board acted in accordance with Article VI, Section 9 of the Association bylaws: "If any other officer position shall become vacant, the office may be filled by action of the Board." The Board voted to appoint Stan Bacler to fill the position immediately, Bacler accepted.

## **2.2 Finance Committee Report**

Jonathan DeVries, Treasurer, presented the Finance Committee Report. The Finance Committee met on Monday, March 28, 2011, prior to the Board of Directors Meeting. During January 2011, AOAC experienced a net gain of \$161, 732 on income of \$550, 552 and expenses of \$388,820. As of February 28, 2011, AOAC had \$4,543,523 in reserve accounts.

## **III. Task Force on Method Output**

### **3.1 Recommendations from Task Force**

In February 2011, President Flowers called for the formation of a Presidential Task Force on Method Output. The appointed members were former OMB Chairs Mark Coleman, Jonathan DeVries, Gayle Lancette, and Darryl Sullivan. Darryl Sullivan described the recommendations of the task force to explore establishing an alternate path to achieving Official Method status. During the Executive Session the Board unanimously voted in support of adopting an alternate path to First Action Official Method status, using the guidance of Expert Review Panels.

**Action item:** Reconvene the Presidential Task Force on Method Output to outline the details of how the alternate path would work, exploring how it relates to processes already in place at AOAC. The Task Force should report back at the June 2011 Board meeting (AOAC staff, Coleman, DeVries, Lancette, Sullivan).

## **IV. Analytical Laboratory Accreditation Criteria Committee (ALACC)**

### **4.1 Terms of Reference Revisions**

Arlene Fox presented a request to the Board to revise the ALACC Terms of Reference on behalf of Michele Smoot, Chair of ALACC. The proposed changes include clarifying various parties' roles in future ALACC revisions. A table was provided illustrating each proposed change.

**Motion:** DeVries/Hite moved/seconded adoption of the revised ALACC Terms of Reference as presented.

**Vote:** *PASSED UNANIMOUSLY*

## **V. Editorial Board**

### **5.1 Section Editor Award Request**

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Robert Rathbone presented a request for a Special Recognition Award on behalf of Steven Dentali, Chair of the Editorial Board. The Editorial Board would like to honor Section Editor Alexander Krynitsky for his exceptional volunteer commitment with an award at the 2011 Annual Meeting.

**Motion:** Sullivan /DeVries moved/seconded approval of an AOAC Special Recognition Award to recognize the volunteer commitment of Alexander Krynitsky in his capacity as a Section Editor to the JAOAC.

**Vote:** *PASSED UNANIMOUSLY*

## **VI. Official Methods Board (OMB) Update**

### **6.1 OMB Policy and Program Updates**

John Szpylka, Chair of the Official Methods Board, presented an update to the Board. The OMB last met at AOAC Headquarters February 1-3, 2011. An OMB Search Committee, chaired by Norma Hill, is actively working to replace OMB members who will be retiring this year. The OMB approved the appointment of Russ Flowers as Chair of the International Stakeholder Panel on Alternative Methodology. Appendix X revisions continue to be reviewed by interested parties.

## **VII. Research Institute (RI) Update**

### **7.1 AOAC RI Program Updates**

Deborah McKenzie presented the RI Program Updates. At the time of this meeting the RI had 28 Contributing Members. In January 2011, the RI Board of Directors met by teleconference and approved the 2011 budget. The approved budget included the investment of \$260,000 for a stakeholder panel to address issues of validation harmonization (the International Stakeholder Panel on Alternative Methodology).

### **7.2 AOAC RI Facilities Agreement**

Socrates Trujillo, member of the RI Board of Directors, presented the AOAC/RI Facilities, Services, and Supplies Agreement to the Board. During a March 14, 2011 meeting, the RI Board approved the terms outlined in the Agreement and recommend that the AOAC Board also accept the terms so that a final version may be signed into effect.

**Motion:** Lancette/DeVries moved/seconded the approval of the Facilities, Services, and Supplies Agreement as presented by the RI Board.

**Vote:** *PASSED UNANIMOUSLY*

**Tuesday, March 29, 2011**

**I. Board of Directors Member Updates**

- ◆ *Jonathan DeVries*: Hot topics include fiber, risk assessment and economic adulteration, radioactivity and nucleotides testing.
- ◆ *Darryl Sullivan*: AOAC should stay in touch with the FDA Food Safety Modernization Act; industry may need guidance from a third party.
- ◆ *Xiumei Liu*: Hot topics include nutrition labeling and microbiological methodology. A new National Standards Committee on Nutrition in China has been created.
- ◆ *Douglas Hite*: Hite has seen issues in several areas, including: aflatoxins in milk, heavy metals in children's toys and imported products, adulteration and antibiotics in honey, and radioactivity in food.
- ◆ *Ron Johnson*: USDA has released new requirements for *Salmonella* and *Campylobacter*; there will be new testing needs.
- ◆ *James Harnly*: Discussed the NIH Dietary Supplements work, Harnly has been appointed to Chair the Presidential Task Force on Dietary Supplements.
- ◆ *Stan Bacler*: Bacler attended CCMAS session in Budapest in March. The committee accepted AOAC fiber methods this year.
- ◆ *Hilde Skaar Norli*: Hilde encouraged AOAC to work with ISO and IDF; they could participate in the SPIFAN project.
- ◆ *Russ Flowers*: The Food Safety Modernization Act is a constant point of discussion; there are many questions yet to be clarified. AOAC should stay involved as terms get defined.

**II. Invited Guest Updates**

During the Executive Session on March 28, 2011, the Board met with visitors from US Pharmacopeia to discuss possible areas for collaboration. Jim Bradford commented on positive steps forward made by the two groups having discussions.

**III. AOAC Current and Pending Project Updates**

James Bradford provided updates on the following AOAC projects:

- ◆ International Stakeholder Panel on Alternative Methodology  
Russ Flowers was appointed as Chair. The first Advisory Panel meeting was held on March 15, 2011. The group identified its purpose and scope of work.
- ◆ US Department of Homeland Security - SPADA  
The next SPADA meeting will be held on March 31, 2011. Working Groups will develop SMPRs for variola. AOAC is also engaging new communities of potential law enforcement participants and other government agencies to keep progress moving.
- ◆ US National Institutes of Health – Dietary Supplements  
Jim Harnly provided a report on the activities of the Presidential Task Force on Dietary Supplements. An ERP has been working to create Guidelines for Botanical Identification methods. This work is expected to be completed in May 2011.
- ◆ International Formula Council - SPIFAN

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The second SPIFAN meeting will be held April 4-6, 2011. Working Groups for the first five priority nutrients (Vitamin A, Vitamin D, Vitamin B12, inositol, and folic acid), met at AOAC headquarters in November and drafted Standard Method Performance Requirements (SMPRs). The SMPRs are scheduled to be presented to the Stakeholder Panel at the April meeting.

**IV. Organizational Affiliate (OA) and Other Guest Updates**

Thermo Fisher – Gerry Broski

Thermo can be contacted for information regarding plutonium radioactivity testing as a result from the earthquakes in Japan. They also have continuing interest in monitoring the developments with the Food Safety Modernization Act.

3M – DeAnn Benesh

Benesh is interested in getting more definition regarding the new OMA process. 3M wants to be part of the microbiological guidelines revisions.

Kraft - LouAnne Blanchard

Blanchard indicated that hot topics for Kraft include economic adulteration and ingredient sourcing concerns.

Microbiologics – Brad Goskowitz

Microbiologics is able to create customized samples for customers; they are getting requests for more and more matrices.

Coca-Cola – Arti Arora

Hot topics for Coca-cola include radioactive testing, Food Safety Modernization Act, sustainability initiatives, and caramel coloring issues.

FDA CFSAN - Socrates Trujillo

Trujillo encouraged AOAC to talk to Mike Taylor and Jeff Farrar at FDA regarding the Food Safety Modernization Act.

Dupont Qualicon – F. Morgan Wallace

Wallace indicated interest in non O157H7 STECs, views it as a good topic for a stakeholder panel to explore.

**V. Other/New Business**

**VI. Adjournment**

**Motion:** Johnson/DeVries moved/seconded adjournment of this meeting.

**Vote:** *PASSED UNANIMOUSLY*

Submitted By:



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Darryl Sullivan, Secretary

June 27, 2011

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Date

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