

AOAC Research Institute

Board of Directors/Advisory Council Meeting

Wednesday, September 16, 2009

Room ~ Franklin 2

Philadelphia Marriott Downtown

1201 Market Street

Philadelphia, PA, USA

Members

Mark Coleman, *Chair*
Bert Popping, *Vice Chair*
Ron Johnson, *Immediate Past Chair*
E. James Bradford, *Secretary/Treasurer*
Adrian Burns, *Member*
Paul In't Veld, *Member*
P. Frank Ross, *Member*
Socrates Trujillo, *Member*

Staff

Sharon Brunelle, *Technical Consultant*
Scott Coates, *Sr. Director - RI*
Dawn Dowell, *Technical Consultant*
Zerlinde Johnson, *Program Manager - RI*
Nora Marshall, *Administrative Assistant - RI*
Karen Silbernel, *Technical Consultant*

Advisory Council

Patrice Arbault, *Nexidia*
Yan Cao, *Applied Biosystems*
Kristine Clemens, *Idaho Technology, Inc.*
Kurt Johnson, *R-Biopharm, Inc.*
Robert Koeritzer, *3M Microbiology*
Adam Leaphart, *Clemson VDC*
Mark Mozola, *Neogen Corporation*
John Ricardi, *Micro Imaging Technology*
F. Morgan Wallace, *DuPont Qualicon*

Guests

Yi Chen, *U.S. FDA - CFSAN*
Jonathan DeVries, *Medallion Laboratories*
Donna Douey, *Canadian Food Inspection Agency*
Mark Goins, *Q Laboratories*
Pauline Kalkman, *NEN Food & Care*
John Marugg, *Nestle Research Center*
Sam Page, *FDA & WHO – Retired, AOAC Past President*
Darryl Sullivan, *Covance, AOAC President*
Wayne Ziemer, *USDA, OPHS, FSIS, FERN - Retired*

1. Introductory Items / Housekeeping (Coleman)

This meeting of the AOAC Research Institute was called to order at 8:00 am EDT by the presiding chair, Mark Coleman. Chairman Coleman made the following announcements:

1. Socrates Trujillo, Ph.D. (US FDA-CFSAN) has been elected to serve his first 3 year term on the AOAC RI Board of Directors.
2. Adrian Burns (US EPA) has been re-elected to serve his second 3 year term on the AOAC RI Board of Directors.

2. Review of Agenda* (Coleman)

Mark Coleman presented the Draft Agenda for the September 16, 2009 RI Board of Directors Meeting. An RI Advisory Council Update was added to the agenda.

PASSED UNANIMOUSLY

3. Review of June 24, 2009 & August 24, 2009 minutes (Coleman)

Mark Coleman presented the following outstanding meeting minutes for approval by the RI Board:

June 24, 2009 – *PASSED UNANIMOUSLY*
August 24, 2009 – *PASSED UNANIMOUSLY*

4. Review of Financial Report (Coates)

Scott Coates presented the financial report, the RI is on track for a record-breaking year and has a near 100% contributing member retention rate.

5. Proposed Programs

5.1 Strategic Analytical Methods (SAM) Validation Program

Scott Coates described the proposed SAM Program. The program was conceived to determine “un-met” needs within the food science industry, giving the community more validated methods to choose from. AOAC RI would consider launching the program if a minimum of five participants wish to move forward.

ACTION ITEMS

- Accommodate existing PTMs to participate in SAM, at a level 2 modification.
- Introduce language on how matrix and analyte are selected.
- Closed vote for Advisory Council.

5.2 Government Methods Validation Program (GovVal)

Scott Coates described the proposed GovVal program. It proposes to include government and other reference methods, such as BAM. The program would help lessen application fees by leveraging method developers to pay for samples. The costs would be spread out so that government agencies can participate more readily. For the government, this could be a really good program if we can get 12 companies to participate, then the BAM method could be tested in 12 sites and equal a collaborative study. For method developers, getting one-on-one review with the government is a great opportunity.

ACTION ITEMS

- Revise proposal to add reference methods (BAM, CFIA and Health Canada)
- Meet with regulatory agencies to see what their feelings may be.
- Matrix extension proposed with Jim Agin.
- Meeting with Kurt Johnson regarding government agency participation.

6. MicroVal – AOAC Cooperation (Kalkman)

Pauline Kalkman of MicroVal gave a presentation, she provided an overview of MicroVal’s organization and procedures. MicroVal first requested collaboration with AOAC RI in 2008 and initial discussions began in November 2008. Four combined AOAC RI / MicroVal studies have started, and two protocols have been approved. Manufacturers are now requesting NordVal/MicroVal validations which has led to possibilities of a AOAC RI / MicroVal / NordVal program which would save time, money and duplication of efforts.

ACTION ITEM

- Give update of harmonization progress in every meeting.

7. Review of 2010 Strategic Business Plan (Coates)

Scott Coates presented draft goals for the Board to consider for 2010, he requested the Board review and discuss further in December.

ACTION ITEM

- Coates requested the board members to think of what the 2010 goals should be. Coates will forward information for the December review.

8. Revised PTM Certificate (Coates)

Scott Coates presented proposed revisions to the PTM certificates. The Advisory Council and Board discussed reprint options and what information should be included in the certificates. There was a desire to have new certification in place for 2011.

ACTION ITEM: ADVISORY COUNCIL

- Review certificate for revisions and look at MicroVal's certificate. Have ideas, modifications, etc. for February /March 2010 meeting for review.

9. New Business (Coleman)

ACTION ITEMS:

- Compile list of meeting schedules for 2009 and 2010 for the AOAC International so that the RI Board will be able to prepare and plan around set schedule.
- 2 weeks prior to board meeting, Gayle Lancette, President of AOAC International Board, will call with reminders of meeting.
- Bradford: On the second day of AOAC International meetings, will review RI agenda.

10. Election of Chairman & Vice Chairman (Coates)

Ross/Burns moved/seconded the nomination of Mark Coleman for a second term as chair of the RI Board. Bert Popping was nominated to serve a second term as vice chair. Both agreed, their terms will expire at the conclusion of the 2010 Annual Meeting.

11. Advisory Council Updates

The Advisory Council praised the work of the AOAC RI consultants and raised concerns over travel restrictions, stating that method developers only have a few opportunities to see consultants face-to-face.

12. Adjournment

This meeting of the AOAC Research Institute was adjourned at 11:54 am EDT.

Submitted by:



E. James Bradford, Secretary-Treasurer

9/29/10

Date

**Approved by the RI Board of Directors:
September 29, 2010**