

**International HACCP Alliance
Board of Directors Meeting
October 30, 2001
Reston, Virginia**

Attendees: Paul Clayton, Bucky Gwartney, Lisa Weddig, Bobby Palesano, Joe Harris, Marty Holmes, James Denton, Steve Krut, Jeff Savell, Leon Russell, Jeff Savell, Paul Stiffler, Liz Wagstrom, Tim Schneider, Rosemary Mucklow, Merle Pierson, Rena Pierami, Bob Savage, Joe Blair, Don Dalton, Kerri Harris.

The Board meeting of the International HACCP Alliance was held on October 30, 2001, in Reston, VA at the headquarters of the North American Meat Processors Association.

The meeting was called to order by Don Dalton, Chairman. After a brief welcome and introductions of the Board members and meeting participants, the agenda was presented for approval, motion made by Rosemary Mucklow seconded by James Denton to approve the agenda, motion carried. Minutes from the board meeting on March 1, 2001 were presented; motion made by James Denton and seconded by Steve Krut to accept the minutes; motion carried.

Don Dalton reviewed the financial report for FY 2000. Credit was give to the staff for managing the financial affairs of the organization and it was noted that additional funds would be moved to a Certificate of Deposit. Rosemary Mucklow made a motion to accept the financial report, Leon Russell seconded the motion, and the motion passed.

Kerri Harris presented an overview of the Consumer Safety Officer Training grant received from USDA's Food Safety and Inspection Service. The grant (\$137,611) was awarded to the Texas Agricultural Experiment Station and the International HACCP Alliance. Thirty-five individuals participated in the four-week educational program conducted in College Station. The list of topics presented during the program will be posted on the Alliance's web page. Options for presenting a condensed industry version of the program was discussed, but it was agreed to wait and see if there was a need before proceeding with planning this session.

The Training Committee report was presented by Lisa Weddig. The following Train-the-Trainer programs have been conducted or scheduled since the March board meeting.

- May 8-10, 2001; Washington DC (19 participants)
- February 2002; Japanese Course

A discussion occurred on how to get more people to teach accredited training courses, and the possible need for an industry short-course for on-line employees. It was agreed that employee training is an important issues and one that the Alliance may be able to help address. The training committee was charged with identifying existing training materials available for on-line employees and to then develop a mechanism for the supervisors to use in delivering the educational materials. Any voids will be evaluated to determine the

possibility of filling them with additional materials as needed. The Alliance can provide a library of resources to the industry on the web-site to enhance the resources to the industry. Leon Russell made a motion to accept the training report and Jim Denton seconded the motion; motion passed.

Bobby Palesano with the Technical Service Center in Omaha, NE presented the following update on FSIS activities.

- Consumer Safety Officers will perform a comprehensive assessment of the food safety systems that are in place to establish a supportable agency decision. The CSO will have some enforcement action and will report directly to the ADME. Currently each district has two CSOs, with the exception of Albany which has three.
- Agency is in the process of developing a response to the industry request on use of Good Manufacturing Practices (GMPs).
- Issue of foreign material contamination is on-going. Policy office is developing a document and will release of federal register notice soon.
- Correlation visits – have completed three districts and the fourth is on-going at this time. A minimum of 40 plant visits per district. Data are collected and then correlated. The information is presented to both the industry and the inspection personnel.
- Agency has announced a human slaughter and handling staff officer position for each district. Individuals will be trained to enter the workforce soon.
- The Directive for In-depth Verification reviews was released last week. Procedures for conducting IDVs are outlined in the directive.

This concluded the FSIS update.

The Alliance recognizes the role of the Technical Service Center and commends the agency for putting this in place to provide resources to industry and agency personnel. The role of the Consumer Safety Officer was discussed in great detail and concern was expressed on the CSO reporting to ADME and serving as compliance officers.

Jeff Savell presented a report from the Global HACCP Conference Committee. The dates of May 15-17, 2002, and the Drake Hotel in Chicago were recommended by the committee. An overview of the proposed topics and the process of using panelists to address topics and draft white papers were presented. Several recommendations on sub-committees and charges were presented for acceptance to assist with the planning of the conference and the identification of panelists. Leon Russell made the motion to accept the report and the recommendations of the committee and to move forward with the plans as outlined, Jim Denton seconded the motion; motion carried.

Tim Schnedier with ESI presented a brief overview of the American Society for Quality's CQA-HACCP exam. The body of knowledge is based on pure HACCP and focuses on the integrity of HACCP systems and proficiency in auditing.

Lisa Weddig, Food Processors Institute, reviewed the FDA Juice HACCP information. The regulation was published in January 2001 and the tiered implementation starts in January 2002 with the large plants. Final implementation is 2004. The regulation was patterned after

the seafood regulation. There is a performance standard for 5-log reduction for pertinent organism (Salmonella, Listeria, E. coli O157:H7). The log reduction has to be applied to the juice, with the exception of citrus which allows treatment of the fruit. If producing a shelf-stable juice then you are exempt from the performance standard. There is a training requirement in the regulation. A Juice HACCP Alliance was organized and has focused on revising the seafood curriculum for training.

No new business was discussed.

It was recommended that the next meeting be held in January. Bucky Gwartney offered to host the meeting at the NCBA headquarters in Denver, CO. No further issues were raised and a motion was made by Rosemary Mucklow to adjourn the meeting, seconded by Lisa Weddig, and the meeting was adjourned.