

I. CALL TO ORDER

Maryanne Guichard called the meeting to order at 10:20 AM and welcomed Board members.

II. ROLL CALL

Ken Moore, Executive Director, conducted roll call.

Board Members Present:

Maryanne Guichard
Patti Fowler
Ken Moore
William Eisele
Mike Hickey
Lori Howell
Dave Carey
Steve Fleetwood
Kathy Brohawn for Julie Henderson
A.J. Erskine
Patti Fowler
Barry Hurt for Tommy Ward
Joe Jewell
Chris Nelson
Jerrod Davis
Margaret Barrette
Quincy Boyce
Terri Gerhardt
Bruce Flippens
Paul DiStefano
Jon Bell
Bill Kramer
David Fyfe
Keith Skiles
Mike Pearson
Susan Linn for Michael Roberson

Representing:

Chair
Vice Chair
ISSC Executive Director
Conference Office Manager & Program Chair
Region 1 Regulatory
Region 1 Industry
Region 2 Regulatory
Region 2 Industry
Region 3 Regulatory
Region 3 Industry
Region 4 Regulatory / Task Force I Chair
Region 4 Industry
Region 5 Regulatory
Region 5 Industry
Region 6 Regulatory
Region 6 Industry
Non-Producing State
Non-Producing State
Non-Producing State
FDA
NOAA
EPA
Northwest Indian Fisheries Commission
Past Chairman
Patrol Advisor
Consumer Advisory Representative

Board Member Absent:

Keith Jackson

Retail Advisory Representative

A. Board Member Alternate Vacancy (Region 4 Industry)

III. MINUTES

The draft minutes of the March 13, 2015, Executive Board meeting were furnished in each Board member's notebook. Maryanne asked Board members to review the minutes for approval at the October 29, 2015 meeting. This item was carried over to the next meeting.

III. INTRODUCTORY COMMENTS

A. Chairman Maryanne Guichard

Maryanne made a few opening comments. She said the theme of this conference is collaboration and she is excited about seeing new members.

B. FDA Paul DiStefano

Paul reported the following:

New hires:

1. Steve Tidwell, Engineering.
2. New LEO has been hired and Lizzie Evans will be transitioning towards Vibrio activities.
3. Quinton Forest. New Growing Area Shellfish Specialist.
4. Julie Anabarchian has joined the Central Region.
5. Peter Koufopoulous Division of Seafood Director.

Retirements:

1. Andy Depaola retiring end of calendar year.
2. Steve Plakas retiring from Dauphin Island.

Changes:

1. ORA realignment 2 supervisors for shellfish only.
2. Process of updating Molluscan shellfish program.
3. Moved from fiscal year to calendar year assessment period. Helps with vibrio evaluation. Will improve ability to report to ISSC.

Other:

1. Status of States report will be presented at the Board meeting on Thursday with Growing Area presented by Greg Goblick; Vibrio presented by Lizzie Evans; Plant and Patrol presented by Raymond Burditt; and Laboratory presented by Linda Chandler.
2. Paul encouraged everyone to attend the symposium.

C. NMFS Jon Bell

Jon reported the following:

1. Reorganized and new office of international affairs.
2. Calvin Walker hired as lead analyst.
3. Will hire microbiologist and chemist.
4. Asked how NOAA/NMFS can they focus on more than just funding?

D. EPA Bill Kramer

Bill reported on the following topics (report available upon request)

1. Clean Water Act Recommended Water Quality Criteria for Recreational Waters (Swimming)
2. EPA Development of Ambient Water Quality Criteria for Viruses - Bacteriophage
3. EPA Development of Recreational Ambient Water Quality Criteria (AWQC) for Cyanotoxins
4. Ocean Acidification (OA)
5. Beach Sanitary Survey Tool Demonstration
6. Harmful Algal Blooms (HABS)

IV. COMMITTEE REPORTS

A. Patrol Committee

Mike Pearson reported that the Committee's charge is to provide consultation to the Executive Board regarding patrol matters which includes identifying and advising the Executive Board regarding molluscan shellfish patrol issues that have the potential to impact the National Shellfish Sanitation Program. The following findings and conclusions were presented in the Committee's report.

1. Multiple states reported that incidents of Aquacultured Shellfish being stolen and possibly distributed to the market have been on the increase. As aquaculture becomes an increasingly popular alternative to depleted wildstocks. This has the potential to impact the program from products being stolen during times when harvesting is restricted due to closures. Suggestions were discussed on ways of dealing with the issue by multiple committee members and attendees.
2. Committee members and attendees also viewed a presentation by Polestar representatives Joe Fessenden and Nick Salvi on their Vessel Monitoring System. This system is currently being used by the Louisiana Department of Wildlife to track harvesting vessels and provide better use of resources in the enforcement of closed area patrol.

The Patrol Committee had no recommendations for the Executive Board at this time

D. Proposal Review Committee

Ken Moore addressed the purpose of the purpose of Proposal Review Committee. He said the Committee was tasked with working with the Executive Office to develop Proposal Submission Instructions as well as technical instructions about how to use the form and the instructions should address each field of the submission form. Ken said the instructions for the "cost" field should provide further guidance, including examples, of the type of cost information that may be useful to those reviewing the proposal. Jerrod Davis presented a chart (available upon request) that listed proposals which will be considered numerically.

E. Shellfish Restoration Committee

Debbie Rouse presented the committee report (available upon request) to the Board. Debbie explained the Committee's charge is to review restoration information that could impact shellfish sanitation and the NSSP and to identify proactive efforts in which Conference involvement would encourage restoration of shellfish growing areas. She said recommendation 1 needs to be presented as a proposal (increase in patrol frequency) and no action is required by the Board at this time. Debbie said the Committee is recommending that the Board approve sponsorship of the 2016 International Conference on Shellfish Restoration (ICSFR) in the amount of \$1,000. A motion was made and seconded that the Board approve the motion. The motion was approved with a voice vote by the Board.

F. V.v. Illness Review Committee

Ken Moore reminded the Board of what this committee's function is. He said the Board needs to approve the report (available upon request) submitted so it can be posted on the ISSC website. A motion was made and seconded that the Board approve the V.v. Illness Review Committee report. The motion was approved with a voice vote by the Board.

V. OLD BUSINESS

A. Task Force Vacancies

Ken Moore asked the Board members to approve revised Task Force rosters. He explained the original appointees not in attendance need to be replaced. (Rosters available upon request) A motion was made and seconded to approve the revised Task Force rosters for the 2015 Biennial Meeting. The motion was approved with a voice vote by the Board. Motion

VI. NEW BUSINESS

A. Late Proposals

Paul DiStefano presented a proposal for approval by the Board as a late proposal. He explained the Proposal (15-307-L) would take the Conference back to a Biennial Meeting. He said considerations for this change are financial burdens, work burdens, update of the NSSP Guide, and applying for the Small Conference Grant annually to name a few. Following a discussion, a motion was made and seconded that the Board allow submission of Proposal 15-307-L as a late proposal. The motion was approved with a voice vote by the Board.

B. Executive Board Member Elections

Ken Moore reported the results of the Executive Board member elections as follows:

Region 1 Regulatory Mike Hickey with Eric Hickey as Alternate;

Region 2 Industry Steve Fleetwood with Jimmy Bloom as Alternate;

Region 3 Regulatory Kathy Brohawn with Debbie Rouse as Alternate;

Region 4 Industry Tommy Ward with Barry Hurt as Alternate;

Region 5 Regulatory Kirk Wiles with Joe Jewell as Alternate;

Region 6 Industry Margaret Barrette with Bill Dewey as Alternate; and

Non-Producing Johnathan Gerhardt with Bruce Flippens as Alternate 1, Vijaya Pandit as Alternate 2, and Robert Hein as Alternate 3

VII. ADJOURN

A motion was made, seconded, and approved by the Board with a voice vote to adjourn the meeting at 11:40 AM.