

I. CALL TO ORDER

Chairman Keith Skiles called the meeting to order at 3:30 PM on January 27, 2014.

II. ROLL CALL

Ken Moore conducted roll call. The following members were present:

Board Members Present:

Keith Skiles
Maryanne Guichard
Ken Moore
William Eisele
Mike Hickey
Lori Howell
Cali Alexander
Steve Fleetwood
Julie Henderson
Pete Jensen
Patti Fowler
Tommy Ward
Joe Jewell
Al Sunseri
Margaret Barrette
Johnathan Gerhardt
Terri Gerhardt
Bruce Flippens
Paul DiStefano
Calvin Walker
Joel Hansel for Bill Kramer
David Fyfe
Chris Nelson
Kirk Wiles

Representing:

Chair
Vice Chair / Region 6 Regulatory
ISSC Executive Director
Conference Office Manager
Region 1 Regulatory / Past Chair
Region 1 Industry / Task Force II Chair
Region 2 Regulatory
Region 2 Industry
Region 3 Regulatory / AFDO Representative
Region 3 Industry
Region 4 Regulatory
Region 4 Industry
Region 5 Regulatory
Region 5 Industry
Region 6 Industry
Non-Producing State
Non-Producing State
Non-Producing State
FDA
NOAA
EPA
Northwest Indian Fisheries Commission
Task Force I Chair
Task Force III Chair

Board Members Absent:

Greg Pallaske

Conference for Food Protection Representative

ISSC staff and others were also present.

III. INTRODUCTORY COMMENTS

A. Chairman

Keith Skiles welcomed Board members.

B. FDA

Paul DiStefano advised the Board of the following personnel changes:

- Michael Antee has moved from the Pacific Region Shellfish Specialist position to FDA ORA Office of Partnerships. Michael will function as liaison between States, FDA, ORA and CFSAN.
- Chris Brooks, formerly with the Florida shellfish program will replace recently retired Dave Blevins.
- Marshall Kinsey formerly with SCDHEC will be a new regional shellfish specialist in the Pacific Northwest.

- Kris Phelps formerly with the Pacific Coast Tribal Program will be a new regional shellfish specialist in the Pacific Northwest.
- Bill Watkins will be retiring at the end of May.
- Peter Pirillo will be retiring in February.
- Marc Glatzer will be retiring this year leaving a regional shellfish specialist open in the Southeast.

Mr. DiStefano also updated the Board on the following issues:

- FDA is closer to a trade agreement with the EU but they will not accept product from the Gulf. FDA has requested an exception for PHP products.
- EU also has significant concerns with marine Biotoxins in the US, specifically phytoplankton monitoring. The US does not want to spend resources to address a non-existing problem. The EU and FDA is working to ship to Spain, the Netherlands and the UK only.
- FDA will post a link on their recall website to ISSC's website page for recalls.
- CORE has been working to put together an SOP and will share with the Conference.

C. NOAA

Calvin Walker reported the following

- Spencer Garrett, Sandra Sharpe, John Tennyson, and Otha Easley retired.
- Outlined research activities in Northwest.
- Introduced Allison Allen, program coordinator for ecological forecasting.
- NOAA will continue to provide funding support to the ISSC through an interagency agreement with FDA. The amount will not be known until the budget is finalized.

D. EPA

Joel Hansel represented Bill Kramer and briefed the Board on budget issues and water quality criteria information.

- New recreational water quality criteria have been published and should be adopted by December of 2015.
- Developing ambient water quality criteria for viruses and a draft is expected by 2015.
- Bill Kramer will discuss ocean acidification at the next meeting.
- Will be providing a beach sanitary survey tool that could be useful to State shellfish programs. Need to determine who will host webinar.

IV. COMMITTEE REPORTS

A. Audit Committee

Lori Howell reported that the 2012 audit is in process. Ms. Howell explained that the ISSC Executive Office is currently obligated to solicit bids every three years. There is only one company with the proper credentials for non-profit organization audits. Following a brief discussion, Ken Moore asked that this item be carried over to the Friday, January 31, 2014, meeting. Mr. Moore will identify any requirements associated with bid solicitation and advise the Board at a later date.

B. Biotoxin Committee

Keith Skiles and Calvin Walker presented the Biotoxin Committee report.

Mr. Walker reported that China recently suspended all imports of geoducks from "area 67" due to samples that exceed China's PSP standard. Area 67 is a very large area of the Pacific coast that extends from northern California to Alaska. David Fyfe commented that the ban extends to all bivalves. FDA has reviewed the information provided by

China and responded with a number of questions regarding the standard being applied and the analytical method used. A response was provided earlier today. Calvin Walker of NOAA provided a summary of the response, and the committee expressed interest in receiving copies of the full report. NOAA and FDA stated that they would be working together in communication with the affected states to develop a response to the concerns expressed by China.

The Committee recommended that the Executive Office distribute copies of the referenced communication to the Biotoxin Committee members and other interested parties. A motion was made to approve the recommendations of the Committee. The motion was seconded and approved with a voice vote by the Board.

Mr. Skiles reported that there is an increasing need for Biotoxin samples for labs that are trying to develop Biotoxin testing methods. The Committee recommended that the ISSC ask states that have Biotoxin events and have samples to archive some of the samples to share with other labs. After further discussion, a motion was made to table discussion of this lab samples item until after the Laboratory Methods Review and Quality Assurance Report is submitted to the Board. The motion was seconded and carried with a voice vote by the Board.

Margaret Barrette asked for reconsideration of the motion approved by the Board to distribute communication from China. The motion was seconded and carried with a voice vote by the Board. In response to Ms. Barrette, Mr. Skiles responded that he received a request for the letter during the Biotoxin Committee meeting. A substitute motion was made that ISSC not release or distribute the letter at this time and that a more appropriate time to distribute would be after the issue is resolved. The substitute motion was seconded and carried with a voice vote by the Board.

C. Communications Committee

Bob Connell reported that the Committee had discussed three communications as listed below:

1. ISSC members asked about the possibility of getting information electronically during the Conference (including daily schedules and other notifications), possibly through the ISSC web site.
2. State agencies have requested that ISSC training videos be available online for their use.
3. State agencies have also requested that ISSC-approved lab methods be easily located and downloadable through the ISSC web site.

Mr. Connell said the Committee suggested that a Survey of the membership regarding ways to improve communications (as was suggested by the Committee in 2011) may be premature at this time, but should be considered in a year or two to fine tune the web page to the needs of the membership.

The Communications Committee recommended that the Executive Board appoint a committee to monitor the ISSC web site on a routine basis to assure that information is current and to suggest improvements as needed.

Following comments from Ken Moore and a brief discussion, a motion was made to amend the Committee's charge to direct the Committee to review the ISSC website on a

routine basis for currency and recommend improvements with a quarterly conference call. The motion was seconded and passed with a voice vote by the Board.

D. Education Committee

Johnathan Gerhardt presented the Committee report to the Board. He said the workgroup assigned to work on the harvester and dealer training requirement had met multiple times to work collaboratively with several organizations to develop or alter materials and establish NSSP priorities to include in the training materials. Ken Moore reported on the progress of the training course. The Committee recommended the following:

1. The workgroup should continue working with identified organizations to complete development of educational materials.
2. Workgroup should report to the Education Committee when educational materials for harvester/dealer training are developed to review and make further recommendations.

A motion was made and seconded that the Board accept the Committee's report as submitted and approve the Committee's recommendations. The motion carried with a voice vote by the Board.

E. Patrol Committee

Mike Pearson reported that the Patrol Committee had discussed several items and identified three issues listed below that could potentially impact the NSSP and should be brought to the attention of the Executive Board.

1. Shellstock Traceability
Members expressed concerns with the traceability of products tagged for Restricted Use Tagging within the supply chain.
2. Time and Temperature Requirements
Members recognized a greater potential for illegal harvest and temperature abuse, with the increasing pressure placed on industry to meet tighter Time of Harvest to Refrigeration requirements resulting in greater risk to the consuming public.
3. Patrol Frequency/Effectiveness
The emerging use of technology in the Law Enforcement Patrol of growing areas, such as long range remote cameras, should be recognized as a valuable tool for the deterrence of illegal harvest.

A motion was made and seconded that the Board accept the Patrol Committee report as submitted. The motion carried with a voice vote by the Board.

F. Plant Standardization Advisory Committee

Ken Moore presented the Committee report for Alan Taylor. Mr. Moore said there were no issues of concern identified by the Committee. No action was required by the Board.

G. Proposal Review Committee

Lori Howell referred Board members to the Proposal Review Committee report furnished in the Board notebook. She reported that the Committee had met and reviewed all proposals. Ms. Howell further advised that the Committee linked similar proposals to facilitate discussion. Mr. Moore explained that the late proposals will be incorporated into the appropriate grouping and order of proposals will be suggested. A motion was made and seconded to accept the recommendations of the Proposal Review Committee. The motion carried with a voice vote by the Board.

H. Shellfish Restoration Committee

Debbie Rouse presented the Committee Report to the Board. The Committee concluded that:

1. The challenges of shellfish restoration information do impact shellfish sanitation and the NSSP. Industry representatives, state and federal regulators prefer restoration activities to be facilitated in shellfish growing waters classified in an open status. She stated that unapproved, restricted or unapproved shellfish growing waters would require increased enforcement or sufficient patrol to decrease the fear that uncertified product does not reach the consumer. No action was required by the Board.
2. Utilizing and facilitating partnerships increases restoration efforts and helps reach our goal of fostering and improving the sanitation of shellfish in this country and to encourage restoration of shellfish growing areas. Unapproved shellfish growing waters would require more patrol frequency of restoration projects and better educational components are needed to inform shellfish gardeners and protect public health. No action was required by the Board.
3. It is important for the ISSC to support shellfish restoration conferences to promote shellfish restoration in a way that minimizes risk to the shellfish industry. Support of educational conferences, such as the International Conference of Shellfish Restoration, provide an opportunity to distribute pertinent information to restoration specialists identifying the need to protect unapproved shellfish produced in oyster gardening and larger restoration efforts from entering commerce. The Committee recommended that the Executive Board provide a \$1,000 sponsorship to the 2014 International Conference on Shellfish Restoration meeting that will be held in Charleston, SC in December of 2014. A motion was made and seconded that the Board approve the Committee's recommendation. The motion was approved with a voice vote by the Board.
4. The Committee suggested that the Best Management Practices (BMP's) document be more visible on the ISSC website as an educational document. Ken Moore said this would be reviewed with a follow up report to the Board.

V. OLD BUSINESS

A. Task Force Vacancies

Ken Moore referred Board members to the 2013 Task Force roster which was furnished in the Board materials and asked the Board to approve the following changes to the membership.

1. Task Force I
 - a. Patti Fowler to replace Chris Nelson as Chair.
 - b. John Tesvich to replace Patti Fowler as Vice Chair.
 - c. Dominic Guadagnoli to replace Patti Fowler as voting member for Region 4 Regulatory.
 - d. Bruce Friedman to replace Debby Watkins as voting member for Region 2 Regulatory.
 - e. Pete Jensen to replace Dave Wallace as voting member for Region 3 Industry.

2. Task Force II
 - a. Bruce Flippens replace Ed Watson as voting member for Non-Producing State
 - b. David Fyfe replace Bruce Flippens as Board Consultant
 - c. Steve Murphey to replace Julie Henderson as voting member for Region 4 Regulatory.

A motion and a second were made to approve the changes as stated above. The motion passed with a voice vote by the Board.

VI. NEW BUSINESS

A. Late Proposals

Ken Moore asked that Board members refer to the chart (see below) on the agenda.

1.	13-119-L	06-28-2014		10-31-2013
2.	13-120-L	11-05-2013	LMRC 11-13-2013	11-13-2013
3.	13-221-L	06-28-2014		07-31-2013
4.	13-222-L	06-28-2014		07-31-2013
5.	13-223-L	06-28-2014		07-31-2013
6.	13-224-L	06-28-2014		07-31-2013
7.	13-225-L	12-01-2013		12-16-2013
8.	13-226-L	12-01-2013		12-16-2013
9.	13-227-L	11-06-2013		12-16-2013

Mr. Moore summarized that the chart included dates proposals that were received and then distributed. There were a number of these proposals that were not in the original package due to miscommunication. He said others did not meet the original submission deadline but once the meeting date was changed there were several that did meet the new deadline. Mr. Moore informed the Board that the late proposals could be considered by the Executive Board as a package or individually. He said historically Board has accepted late proposals with very few exceptions. He recommended the Board allow all late proposals are considered. A motion was made with a second to accept all late proposals for consideration by the Conference. Chris Nelson asked for discussion on Proposal 13-224-L. Ken Moore explained that this proposal met the deadline but was omitted from the original proposal package distributed due to a miscommunication. The motion passed with a voice vote by the Board to accept the following late proposals for consideration by the Conference:

1. Proposal 13-119-L Revisions to Model Ordinance Chapter III. Laboratory Requirements for the Authority
2. Proposal 13-120-L Male-Specific Coliphage Method for Quahogs (*M. mercenaria*)
3. Proposal 13-221-L *Vibrio parahaemolyticus* Control Plan for Hard Clams
4. Proposal 13-222-L *Vibrio parahaemolyticus* Control Plan Water Temperatures
5. Proposal 13-223-L *Vibrio parahaemolyticus* Control Plan Risk per Serving
6. Proposal 13-224-L Implementation Date for Harvester and Dealer Training Requirements
7. Proposal 13-225-L Guidance for Submission of Post-Harvest Processing Validation Studies
8. Proposal 13-226-L Guidelines for Primary Certified Shellfish Processors on Using Controls for Irradiation of Containers of Molluscan Shellfish Pre-Labeled with Vibrio Reduction Language
9. Proposal 13-227-L Eliminate Requirements for the Authority to Retain Records of a Trade Secret or Proprietary Nature)

B. Announcement of Executive Board Member Elections

Ken Moore announced the results of the Board elections as listed below:

1. Region 1 Industry re-elected Lori Howell with Bob Rheault as the alternate.
2. Region 2 Regulatory elected Dave Carey with Bruce Friedman as the alternate.
3. Region 3 Industry elected A.J. Erskine with Pete Jensen as the alternate.
4. Region 4 Regulatory re-elected Patti Fowler with Steve Murphey as the alternate.
5. Region 5 Industry elected Chris Nelson with Tracy Woody as the alternate.
6. Region 6 Regulatory elected Jerrod Davis with Kim Stryker as the alternate.
7. Non-Producing States re-elected Terri Gerhardt and elected Quincy Boyce with Johnathan Gerhardt as first alternate, Clark Wilson as second alternate, and Tim Anderson as third alternate.

Mr. Moore advised that the new Board members would be seated at the Board meeting on Friday, January 31, 2014.

VII. OTHER INFORMATION

Ken Moore announced the joint session of Task Force I and Task Force II at 1:00 PM on Wednesday, January 28, 2014. This joint session will give everyone an opportunity to participate in discussions on Vibrio issues.

Ken Moore introduced new Executive Office staff Cathy Mantooth.

VIII. ADJOURN

The meeting was adjourned by the Chairman at 5:00 PM.