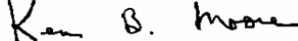


MEMORANDUM

TO: Proposal Review Committee Members

FROM: Ken B. Moore, Executive Director 

DATE: May 1, 2017

RE: 2016-2017 Committee Charges

This memorandum is to confirm your appointment by the Conference Executive Board Chair to the Proposal Review Committee. Lori Howell will serve as Committee Chairperson.

The Proposal Review Committee is assigned the following tasks:

- The Committee is tasked to link submitted proposals to facilitate discussion by Task Forces (Article IV Section 13)

The Executive Board has directed the Proposal Review Committee to recommend "No Action" on proposals that have been deliberated previously and do not contain new supporting information. All "No Action" recommendations must include a rationale. The Committee is requested to use careful consideration in reviewing proposals submitted by an ISSC committee. This Committee traditionally meets on Saturday afternoon prior to the opening General Assembly of the Biennial Meeting.

If you are unable to participate in the activities of this Committee, please contact us at issc@issc.org or 803-788-7559. Thank you for your interest and support of the ISSC and we look forward to working with you.

/ccm

2016-2017 Proposal Review Committee			
	Last Name	First Name	Email Address
Chair	Howell	Lori	lahowell@spinneycreek.com
Members	Barrette	Margaret	margaretbarrette@pcsga.org
	Bishop	Lisa	lisa@skookumshellfish.com
	Brohawn	Kathy	Kathy.brohawn@maryland.gov
	Hickey	Eric	eric.hickey@state.ma.us
	Jenkins	Shannon	Shannon.jenkins@ncdenr.gov
	Parsons	Tim	tim@littleneck.com
	Scoville	Debra	Debra.scoville@dhhs.state.nh.us
	Tesvich	John	jtesvich@ameripure.com
EPA	Hansel	Joel	hansel.joel@epa.gov
FDA	Abbott	Melissa	melissa.abbott@fda.hhs.gov
NOAA	Bell	Jon	john.bell@noaa.gov

ISSC Constitution; Article IV. Executive Board, Officers, Committees; Section 13.

“The Executive Board Chairman shall appoint a 12-member Proposal Review Committee. The Committee will be comprised of a Chairperson and 4 regulatory members, 4 industry members, and a representative from the FDA, NOAA, and EPA. The Committee will review and link proposals for Conference consideration. The Committee will also provide consultation as needed to the Executive Director in assigning proposals to Task Forces.”