



I. CALL TO ORDER

Due to emergency matters Johnathan Gerhardt, Chair was unable to attend the Executive Board meeting.
Kohl Kanwit, Vice Chair, presided over the meeting and called the meeting to order.

II. ROLL CALL

Ken Moore, Executive Director, conducted roll call.

Board members present:

Kohl Kanwit
Ken Moore
Mike Hickey
Lori Howell
Robert Schuster
Steve Fleetwood
Michael Bott
Pete Jensen
Mike Pearson
Barry Hurt
Erik Broussard
Jennifer Jenkins
Kim Stryker
Diani Taylor
Bruce Flippens
Jon Strauss
Melissa Abbott
Laurie Farmer
Jon Bell
Bill Kramer
Erin Stokes
David Fyfe
Keith Jackson
A.J. Erskine
John Tesvich

Representing:

Vice Chair
ISSC Executive Director
Region 1 Regulatory
Region 1 Industry/Task Force II Chair
Region 2 Regulatory
Region 2 Industry
Region 3 Regulatory
Region 3 Industry
Region 4 Regulatory / Patrol
Region 4 Industry
Region 5 Regulatory
Region 5 Industry
Region 6 Regulatory/Task Force III Chair
Region 6 Industry
Non-Producing State
Non-Producing State
FDA
FDA/ORA
NOAA
EPA
CDC
Northwest Indian Fisheries Commission
Retail Advisory Representative
VMC Chair
Task Force I Chair

Board members absent:

Johnathan Gerhardt
Patti Fowler

Chair/Non-Producing State
Past Chair

Others present included:

ISSC Executive Office Staff

III. Acknowledgement of Newly Elected Board Members

Kohl Kanwit, Vice Chair, acknowledged the newly elected Board members and welcomed them to the Executive Board.



IV. Executive Board Office Elections

J. Kohl Kanwit (Kohl) was nominated as Chair of the Executive Board and Chief Robert Schuster (Bob) was nominated as Vice Chair of the Executive Board. A motion was made and seconded to accept the nominations by acclamation.

V. Introductory Comments

- A. Vice Chair Kohl Kanwit
Following a few opening comments, Kohl explained which items the Board would be addressing at today's meeting.
- B. FDA Melissa Abbott
Melissa advised the Board of upcoming research projects. Laurie Farmer, FDA/ORA, wanted to recognize the level of participation at the 2019 Biennial Meeting. She also commented that she would like to encourage more participation from Non-Producing States. The course for Harvesting Control is in final review. A new course for Advance Growing Area has been piloted is set to begin 2020 with Virginia and Maryland. The dates and location for the Sanitary Survey for Shellfish Growing Area Course are March 24-26, 2020 in Long Beach, California.
- C. NOAA NMFS Jon Bell
Jon Bell commented that NOAA continues to expand their responsibilities, efforts and work with incorporating the NSSP in Federal Waters through many committee meetings and multiple programs of NOAA with the FDA. He mentioned that Angela Ruple would be retiring in February 2020.
- D. EPA Bill Kramer
Bill Kramer provided information to the Board and commented that the EPA had collaborated with the FDA on the republication of "The Advice of Eating Shellfish and Mollusc". The EPA continues to play an active role in the NSSP.
- E. CDC Erin Stokes
Erin Stokes commented that the CDC is continuing to work towards data sharing. The CDC anticipates data modernization efforts that are at a point where they are going to be electronically sharing from state databases for number of different conditions. The first state to submit their electronic data submission will be Oregon and additional states will be forthcoming with their submissions.

VI. Program Chairman's Report

- A. 2020 Spring Board Meeting
Ken Moore, Executive Director reported that the 2020 Spring Board Meeting will most likely be held in Charlotte, North Carolina during the late April or Early May.
- B. 2021 Biennial Meeting
There was a discussion about the 2021 Biennial Meeting. Ken Moore, Executive Director suggested that according to the rotation of regions, it would be time to hold the meeting in the Gulf Region. He also stated that there had never been a meeting held in Mississippi. Site visits should be made in late 2020.
Eric Broussard brought a discussion to the Board about changing the dates of the meeting. For Region 5 late the month of September and early October presents difficulty due weather and harvesting season. Ken Moore suggested the Board sends out a survey and discuss this issue at the Spring Board Meeting.

VII. Executive Committee Report

- A. Grant Updates



- 2019 FDA Cooperative Agreement
 - a. Copy provided in notebook.
 - 2019 FDA Biennial Meeting FDA Small Conference Grant
 - b. Copy provided in notebook
- B. 2018 Tax Return
Extension has been filed and granted until November 30, 2019. Moore, Beauston and Woodham are nearing completion.
- C. 2018 Audit/Financial Review
Draft Copy is currently available. Final version is being prepared for signatures.

VIII. Committee Reports

- A. **Patrol Committee Mike Pearson, Chair**
Mike Pearson reported that there were recommendations from the committee requiring Executive Board action. The Patrol Committee request that the Conference Chair appoint representation from the Patrol Committee to the appropriate committee for the deliberation of Proposal 17-204.
- B. **Research Guidance Committee, Bob Rheault, Chair**
The Committee finds it valuable to develop a prioritized list of research priorities and that the list can be distributed to funding agencies and ISSC members. This list is to be prefaced with statistics describing the value of the industry and the numbers of jobs impacted. Motion was made and seconded for a subcommittee to be appointed by the Chair to look into the gathering of information necessary to articulate the economic value of the shellfish industry
The motion passed by voice vote by the board.
- C. **Shellfish Restoration Committee, Michael Bott, Chair**
The Committee was charged to review restoration information that could impact shellfish sanitation and the NSSP. The Committee found that the “Best Management Practices for Shellfish Restoration” document created in 2011 by the ISSC should be updated and made into a more usable document. The Committee request that the Conference Chair appoint the appropriate committee with the task of reviewing the documents pertaining to management practices for shellfish restoration and develop a guidance document that can be made available to interested parties. A motion was made and seconded to charge the restoration committee with this task. The motion was passed by a voice vote of the board.
- D. **Vibrio Management Committee, A.J. Erskine, Chair**
The committee was charged with the Proposal 13-200 Reducing the Risk of Vibrio Illnesses. Following discussions on 1) the need to improve communication between epidemiologists and state authorities investigating illnesses and 2) the need for more complete COVIS forms. A motion was adopted and seconded to recommend the Executive Board appoint a committee to work on the improvement in the data received regarding the collection of source state information for Vp illness cases, and the information available be compiled and reported to the Board at the spring meeting. appoint a committee to improve ways of compiling information from the CDC, FDA and source state and report to the Executive Board at the spring meeting. The motion carried with a voice vote by the Board.
- E. **Education Committee, Ken Moore for Johnathan Gerhardt, Chair**
Ken Moore presented the Education Committee report for Johnathan Gerhardt. The Committee is aware that the educational materials currently supplied by the ISSC, were funded by grants that ISSC no longer receives. The materials were reviewed by the education committee. The Education Committee recommended 1) Conducting a needs assessment to prioritize educational materials, 2) Developing and/or updating needed educational materials not currently available, 3) looking at ways to better utilize the ISSC



website as a repository for shellfish-related educational materials. The motion was passed by a voice vote by the board.

IX. Old Business

A. FDA/State Regulatory Meeting

The FDA and the State Regulatory members of the Executive Board participated in a meeting in Charlotte, North Carolina on September 10 – 11, 2019 to explore ways to address trust issues within the Cooperative Program. There were a number of areas of concerns that were discussed. A motion was made and seconded to form a Regulatory Relations Committee with an amendment to include two (2) industry members as part of the committee. The motion passed by a voice vote by the Board.

X. New Business

A. FDA Status of State Report

The FDA provided a status of the states.

B. Executive Board Member Elections

Ken Moore reported the results of the Executive Board elections for 2019 – 2020.

Region 1	Regulatory	Mike Hickey, Maine Alternate: Eric Hickey, Maine
Region 2	Industry	Steve Fleetwood, New Jersey Alternate: Jimmy Bloom, New Jersey
Region 3	Regulatory	Michael Bott, Delaware Alternate: Danielle Schools, Virginia
Region 4	Industry	Barry Hurt, Florida Alternate: Tommy Ward, Florida
Region 5	Regulatory	Erik Broussard, Mississippi Alternate: Rick Burris, Mississippi
Region 6	Industry	Diani Taylor, Washington Alternate: Miranda Ries, Oregon
Non-Producing States		Jonathan Gerhardt, New Mexico Alternate: Blake Millett, Utah Alternate: Robert Hein Alternate: Vijaya Pandit

XI. ISSC Staffing

A. Assistant Executive Director

Brian K. Skiles (Keith) has been asked to join the ISSC Executive Office as Assistant Executive Director and is expected to join the Staff on January 2, 2020.

XII. Adjourn

A motion was made and seconded to adjourn the meeting. The vote was approved with a voice vote by the Board.