



Minutes

The 2020 Spring Meeting was held by video conference in 3 sessions with the participation of the following people:

Kohl Kanwit	Chair
Bob Schuster	Vice Chair
Ken Moore	ISSC Executive Director
Keith Skiles	Assistant Executive Director
Eric Hickey	Region 1 Regulatory
Lori Howell	Region 1 Industry/Task Force II Chair
Robert Schuster	Region 2 Regulatory
Steve Fleetwood	Region 2 Industry
Michael Bott	Region 3 Regulatory
Pete Jensen	Region 3 Industry
Shannon Jenkins	Region 4 Regulatory / Patrol
Barry Hurt	Region 4 Industry
Erik Broussard	Region 5 Regulatory
John Tesvich	Region 5 Industry/Task Force I Chair
Kim Stryker	Region 6 Regulatory/Task Force III Chair
Diani Taylor	Region 6 Industry
Bruce Flippens	Non-Producing State
Jon Strauss	Non-Producing State
Melissa Abbott	FDA
Laurie Farmer/Bess Ormand	FDA/ORA
Jon Bell/Steve Wilson	NOAA
Bill Kramer	EPA
Erin Stokes/Emily Jenkins	CDC
David Fyfe	Northwest Indian Fisheries Commission
A.J. Erskine	VMC Chair
Johnathan Gerhardt	Past Chair/Non-Producing State

Johnathan Gerhardt called the meeting to order and passed the gavel to Chairperson Kohl Kanwit.

A motion was made for Eric Hickey to take the Regulatory Region 1 Board Seat with Bryant Lewis as Alternate. The motion passed.

A motion was made for Shannon Jenkins to take the Regulatory Region 4 Board Seat. The motion passed.

A motion was made for John Tesvich to take the Industry Region 5 Board Seat. The motion passed.

I. INTRODUCTORY COMMENTS

Kohl Kanwit:

Thanked Johnathan Gerhardt for his years of service. ISSC will be facing challenges

due to the pandemic.

Melissa Abbott:

Reviewed staffing changes. Staffing issues have caused delays in finalizing dye studies but final reports from several studies from last year are currently being finalized. There are two studies that need to be completed for this year that have been placed on hold due to COVID-19.

Laurie Farmer:

FDA has lifted stop work order in field operations. The department is using a matrix to determine the areas that FDA employees can travel. Remote assessment work is being conducted by FDA specialists. 15 states have requested certification extensions, 1 state has requested SSO certification extension, 2 states have requested water quality sampling reductions and lab evaluations have been postponed. 2020 evaluations will be extended into 2021. 2021 evaluations will be extended to 2022. There are also several staffing changes occurring within ORA. All training will be virtual through 2021. All shellfish courses are being transitioned to a virtual setting at this time. Laboratory training is postponed until face-to-face courses can resume. All regional meetings and seminars have been cancelled. FDA will be reviewing and editing the molluscan shellfish compliance program.

Jon Bell:

Steve Wilson will replace Jon Bell as the NOAA representative on the ISSC Executive Board. The entire agency is on tele-work. There are several staffing changes that are being made.

Steve Wilson:

There will be more participation by NOAA due to the presidential order promoting aquaculture. NOAA laboratories will be offering assistance to states when possible.

Bill Kramer:

Very little updates to previous information shared but some links have been updated. Epa.gov will provide information concerning COVID-19.
(Update Attached)

Erin Stokes:

Emily Jenkins will be filling in for Erin Stokes as Erin works on COVID-19 Team. CDC is mostly working through tele-commute. Cases are lower for January-May of 2020 than the same period from 2019. The expected uptick in cases has not occurred. It is believed that this may be due to closures and other activities associated with COVID-19. More CDC employees are becoming involved with ISSC.

II. PROGRAM CHAIRMAN'S REPORT

If the ISSC holds a 2020 Fall Executive Board Meeting, it will be held by video conference.

Site visits for the 2021 Biennial Meeting have been postponed due to COVID-19. The meeting will most likely be held in Florida due to state travel restrictions placed on several Gulf states.

III. COMMITTEE REPORTS

A. Executive Committee Report

The 2020 FDA Cooperative Agreement ends at the end of August and the 2021 FDA Cooperative Agreement application was submitted at the end of June 2020. The FDA Small Conference Grant was closed out in early 2020.

A copy of the 2020 budget was provided to the Executive Board. A motion was made and seconded to approve the 2020 ISSC Budget. The motion passed.

Scott & Co. has been retained to conduct the ISSC audit and preparing tax filings for 2019. An extension was approved by the IRS. The extension is until November.

B. NSSP Evaluation Criteria Steering Committee

This committee will provide guidance for developing evaluation criteria to all Evaluation Criteria committees.

C. Plant Evaluation Criteria Committee Report

The Committee recommended interim in plant evaluation criteria. A motion was made and seconded to adopt the in-plant evaluation criteria on an interim basis. The motion passed.

D. Training Committee

The following presentations have been developed and reviewed by the committee. No regional meetings have been held so these presentations have not been presented.

- Illness Outbreaks – An Overview and Interpretation of the 2019 Proposals Adopted Amending Chapter II
- 2017 NSSP Model Ordinance Chapter VI. Shellfish Aquaculture

IV. OLD BUSINESS

A. US/EU Equivalency Agreement – Melissa Abbott, FDA

FDA provided an update at the 2019 Biennial Meeting concerning the US/EU Agreement. The EU and FDA are still committed to finalize the agreement but COVID-19 has impacted the timeline and caused delays due to reprioritization. FDA will conduct webinars with the ISSC membership when the agreement is finalized and ready to be implemented. The EU will be conducting a separate audit on processed shellfish for export by the US.

B. The 2019 Work Plan Evaluation and the 2020 Work Plan have been provided. The Executive Board will have 30 days to review. If comments are received, they will be submitted to the Executive Board for review. If no comments have been received, the plans will become final.

C. ISSC Funded Research Projects

There are five existing research contracts. All grantees requested extensions that were granted. Two final reports have been received and reviewed by the Research Management Committee. When the reports are approved by the Committee, they will be posted on the ISSC website.

In April 2019, an RFP was distributed for available 2020 funds. Twelve proposals were received, reviewed and ranked by the Research Management Committee.

D. COVID-19 NSSP Strategy

Guidance has been provided to states regarding NSSP compliance exemption which will be allowed to address staff travel restrictions. If further exemptions are needed or if the temporary guidelines need to be extended, the Executive Board will address the request.

- E. Surf Clam Time Temperature Study
A study design is being developed from recommended actions made by the Study Design Committee. FDA is currently conducting a *V.p.* matrix extension for surf clams.

V. NEW BUSINESS

- A. 2020-2021 Committee Rosters and Assignments
A motion was made and seconded to accept recommended committee charges and rosters. The motion passed.

- B. AFDO/FDA Cooperative Agreement
There has been a significant increase in the amount of monies provided for shellfish programs. The equipment limits were raised from \$5000 to \$25,000 during this cycle and will be raised to \$40,000 during the next application cycle.

- C. FDA Response to 2019 Summary of Actions
 - 1. Proposal 17-100 Marina Definition
FDA concurred with the premise of the proposal, however, FDA did not concur with the adoption of the proposal. A motion was made and seconded to send the proposal back to committee to address FDA's concerns. The motion passed.

FDA expressed concerns regarding pollution assessments in mooring areas. A motion was made and seconded to have a committee provide guidance on No Discharge Zones. The motion passed.

FDA believes there are times when less than 20 boats should be considered a pollution source in a mooring area depending upon size and purpose of the boats being moored. A motion was made and seconded to have a committee provide guidance regarding the congregation of less than 20 that could be considered a pollution source. The motion passed.

FDA put forth several editorial language changes that will be handled as such. Additionally, FDA had concerns regarding the phrase "public entity" for which there presently is not a definition. FDA recommended the term should be removed. A motion was made and seconded to take an interim action to exclude the term public entity and request a committee determine more appropriate language.
 - 2. Proposal 17-206 Shellfish Illness Response Associated with *Vibrio parahaemolyticus* (V.p.)
FDA requested that a committee be appointed and address this proposal as soon as possible.
 - 3. Proposal 19-241 *Vibrio vulnificus* risk evaluation
FDA supports the decision to have the VV Illness Review Committee develop a list of appropriate metrics to assign Vv cases to facilitate the committee's charge.

- D. Proposal 19-111
While incorporating changes into the NSSP Guide, several inconsistencies with language were created. A motion was made and seconded for a committee to be charged with reviewing the changes and addressing any inconsistencies resulting from the changes. Motion passed.

- E. Proposal 19-302 – Laboratory Method Matrix Extension Requirements
The adopted language of this proposal required a matrix extension for species other than

those in the original method approval. That was not the intent of this proposal. A motion was made and seconded for a committee to look at the term species and come up with a more appropriate term to determine when a matrix extension would be needed. Motion passed

- F. 2019 NSSP Guide Revision – The Guide is currently being reviewed by FDA. FDA expects their first review to be submitted to the ISSC Executive Office by Friday July 17, 2020. Publishing of the Guide to the FDA website is expected to occur in September.
- G. Executive Board Vacancy – Region 5 A motion was made and seconded for John Tesvich to fill the open position for the Region 5 Industry Representative. Motion passed.
- H. 2020 RFP Awards
Following review by the Research Management Committee of the proposals submitted to the ISSC, three projects were selected for funding based on the research monies available. The following contracts are being awarded.
 - 1. Bigelow Laboratory for Ocean Science Investigating the potential to reduce time and cost for analysis for PST in the Gulf of Maine through amendment of the PCOX-LC-FLD method (AOAC 2011.02)
 - 2. Virginia Department of Health Biotoxin monitoring and management using flow-through real-time sampling and toxin tracking
 - 3. Louisiana State University Rapid cost-effective detection of vibrio in shellfish using loop-mediated isothermal amplification (LAMP): visual methods for field diagnosis of *Vibrio parahaemolyticus* and *Vibrio vulnificus*
- I. Wet Storage Validation Studies
As a follow-up to an industry inquiry, the ISSC Executive Office determined that a language change occurred when the Manual of Operations was converted to the Model Ordinance. The requirement of 3 sets of 5 samples (which would have totaled 15 samples) was inadvertently changed and is now interpreted by FDA to read 5 sets of 3 samples for 5 days (which is a total of 75 samples) but is willing to accept a total of 60 samples as the confidence level at 60 is the same as 75 samples. A motion was made and seconded to support the FDA recommendation of 60 samples as an Executive Board interim action. Motion passed. Language will be developed and submitted to the Executive Board for approval.
- J. Proposal 19-147
The language of this proposal creates conflict with the NSSP definition of Poisonous and Deleterious Substances. There are questions regarding how FDA should be evaluating Poisonous and Deleterious Substances and what is expected from states. To resolve all conflicts and confusion concerning what is expected of states, FDA is recommending that Proposal 19-147 be sent to a committee. A motion was made and seconded to send Proposal 19-147 to a committee. The motion passed
- K. The Interim Plant Criteria Guidance will be included in the 2019 Guide and will be noted as such. The Interim Plant Criteria Guidance will be in effect until the next meeting of the ISSC Voting Delegates.

A motion was made and seconded for the Executive Board to go into Executive Session. The

motion passed.

During Executive Session, staff reviews and changes were discussed. A motion was made and seconded to give a 5% increase to the Communications Manager. The Motion passed. A motion was made and seconded for Keith Skiles to be hired as the Executive Director. The motion passed.

A secession plan has been developed in anticipation of the transitioning the duties of the Executive Director from Ken Moore to Keith Skiles due to the retirement of Ken Moore effective July 30, 2020. A motion was made and seconded to adopt the secession plan. The motion passed.

A motion was made and seconded to leave the Executive Session. The motion passed.

A motion was made and seconded to adjourn the Executive Board Meeting. The motion passed.