

HACCP Utilization and Food Safety Systems

Members Present: Benjamin Warren, Alejandro Amezcuita, Jean Anderson, Tamrat Belete, Neil Bogart, Leslie Bourquin, Martin Bucknavage, Dennis Burson, Julie Carver, Andrew Clarke, Frederick Cook, Kathy Gombas, Allen Haas, Michael Ionni, Ian Jenson, Loralyn Ledenbach, Joseph Meyer, Molly Mills, Sara Mortimore, Sarah Schober, Jean Schoeni, Carol Wallace, Jordann Wenzel and Pamela Wilger.

Board/Staff Members Present: Tim Jackson.

New Members Present: Colin Choy, Zeb Blanton, Jason Bolton, Silvia Pimeiro, Gabriel Mootian, Samjhana Dahal, David Crownover, Charles Chege, Vickie Lewandowski, Sydney Corkran, Suzanne Mailman, Robert Thomas, Rafiqul Islam, Pharrunrat Tanaviyutpakdee, Katherine Swanson, Lisa Moody, Darlene Dittrich, Jane Nkhebenyane, Ron Wasik, Dina Scott, Enrique Garcia-Perez, Chee Zheng, Thomas Johnston, Jaclyn Golemohammadi, Rachael Wells, Dan Marino, Jessica Rue, Keely Johnston, Jignesh Rasanina, Hudaa Neetoo, Samia Estassi, Gladys Wright, David Acinitos, Elizabeth Uriyo, Thomas Carlisle, Mohammed Hakeem, Andrea Lo, Lufan Wang, Laura Nelson, Andrew Capps, Jairo Romero and Phil Elliott.

Visitors/Guests Present: Sylvia Bergman, Andrea Palazuelos, George Berns and Dane Bernard.

Meeting Called to Order: 1:00 p.m., Saturday, July 24, 2015.

Minutes Recording Secretary: Lisa Moody.

Old Business: No open items.

New Business: Our Board Liaison, Tim Jackson, welcomed everyone for being part of the PDG and encouraged all members to consider getting actively involved in the PDGs activities over the next 12 months and celebrated the work already completed by the PDG.

In recognition of their significant contributions to the PDG, most notably the preparation and publishing of three articles in *Food Protection Trends*, the following members were presented with a certificate: Pam Wilger, Fred Cook, Lisa Moody, Andrew Clarke, Amy Kramer, Gary Acuff and Jean Anderson.

Outgoing Chair Lone Jespersen introduced Ben Warren as the new Chair for the PDG for 2015–2017. Ben thanked Lone for her leadership and her passion in serving as the PDG's first Chair.

The PDG members were provided printouts of the three *Food Protection Trends*' articles outlining the gaps in HACCP application (gaps identified for each of 12 steps). The group was divided into nine subteams, with each subteam assigned a step(s) to discuss and determine what actions the PDG could potentially take to help mitigate or close those gaps. One representative from each subteam then presented their thoughts to the group.

Summaries of subteam debriefs on actions the PDG can take to mitigate identified gaps in HACCP:

HACCP Step 1–2: Form the HACCP Team and Describe the Product

- Propose a symposium to how to communicate w/sr. mgmt. (or webinar)

- Publish thinking in non-food safety related magazines; ex. *National Geographic*; Delta in-flight magazines, the *Wall Street Journal*, or other literature senior executives may be reading
- It was noted there is not enough technical knowledge/capacity in the industry
 - Answer: education, training (boots on the ground training); move from science to technical
- Product description is only a form and not used when completing the hazard analysis
 - The PDG could evaluate different training: what's happening and is it effective and how to measure it; certification of trainers and high caliber training

HACCP Step 3–5: Intended Use, Prepare Flow Diagram, Verify Flow Diagram

- The PDG should consider a webinar on cautionary tales around unintended uses of products; e.g., Cookie dough, canned foods to troops (hot temps)
 - Current practices/best practices for overcoming these challenges; tie in ingredient considerations and target population considerations (ex., Blue Bell)
- Build in a checklist to help w/scope to help guide teams in this analysis

HACCP Step 6 (Principle 1): Hazard Analysis

- The PDG could consider an article or series of articles addressing the gaps, ultimately creating a toolbox of articles (may include resource tab on site); series of mitigation steps and examples; missteps and gaps
 - Making sure you're conveying the "whys"
 - Vendors provide software technology; collect tools that might be available for future HACCP teams
- The PDG should consider a webinar or article addressing food safety/HACCP as part of the R&D process and the importance of understanding the product and process; not copy paste
- The PDG should consider a roundtable discussion of risks/hazards and how they are controlled; done by industry to showcase differences and similarities; have a debate as to why/how it works
- The PDG could host a central repository of resources/research papers to provide data to justify decisions in the hazard analysis (on the website or in conjunction with other groups)
- The PDG could consider a seminar of horror stories around of customer specs (when suppliers demand CCPs that aren't actually CCPs)

HACCP Step 7 (Principle 2): Identify Critical Control Points

- The group noted deficiencies of HACCP teams and/or its leader
- The group suggested increased certification of HACCP people/teams esp. for small companies
- The group suggested the PDG consider how it can work w/small companies to have competency to help them develop their teams

HACCP Step 8 (Principle 3): Identify Critical Limits

- Must increase training and education and competency of the team;
- Curriculum FSPCA will help
- Resources that would help:
 - Write a list of resources for determining critical limits (ex., Consultants, Univ., modeling, gov. regs)
 - Develop model (CCPs) plans for various product categories

- Develop a directory of producers that are willing to collaborate on HACCP

HACCP Step 9 (Principle 4): Monitoring

- The PDG could produce YouTube videos that are sector-specific and/or present a webinar
- The PDG could propose an annual meeting pre-session workshop w/experts and hands-on, practical application
- The PDG could leverage other PDGs with webinars to consider the nature of the products and come up with case scenarios
- The PDG could host a roundtable discussion including all different sized companies discussing best practices around company culture including examples of the good and not so good

HACCP Step 10 (Principle 5): Corrective Actions

- The PDG should consider a webinar: process control vs. product safety and emphasize process
 - How do you convince companies to seek outside expertise (based in science)

HACCP Step 11 (Principle 6): Verification

- The PDG should work w/meat and poultry PDG and consider a webinar or webinar series (6) combining USDA and FDA to address the difference between verification and validation
- The PDG could collect information on product characteristics impacting process variability and process capability
- The PDG should consider guidance on determining and justifying your frequency of verification and/or verifying your entire plan – appropriateness of records
 - Could be done as case studies to follow a product and plan to see issues all the way through; tie in various complexities and maturities

HACCP Step 12 (Principle 7): Record Keeping

- The PDG could develop more models: plans, templates with instruction
 - Look at software to design a Food Safety Plan; (ex., Food defense plan builder); evaluate raw materials, keeps you focused so that you don't over-design
- The PDG should consider a checklist of all records in the HACCP system: where, version, inventory (published by this group) as well as a Master review schedule (similar to a Master Sanitation Schedule or Preventive Maintenance schedule): who, frequency to help focus
- The PDG should consider guidance on the importance of version control
- The PDG could publish a paper on best practice to support why you do what you do with scientific basis
- The PDG could provide guidance on analyzing the right data (focus on deviations to assess performance); streamline process using electronic records

On behalf of Kathy Gombas and the Food Safety Preventive Controls Alliance (FSPCA), Ben Warren announced that lead instructors for the FSPCA curricula for both Human and Animal food are currently being recruited. Applications and criteria for lead instructor can be found on the FSPCA website. Also, a short symposium at the annual meeting will be held in room C120–122 from 5:15–6:00 on Monday 7/28/2015.

Sara Mortimore provided a brief update on the CODEX initiative to review and consider changes to the General Principles for Food Hygiene.

Recommendations to the Executive Board:

1. Approve Lisa Moody as Vice-Chair for 2015-2017.

Next Meeting Date: TBD. Next meeting will either be a webinar or conference call.

Meeting Adjourned: 2:58 p.m.

Chairperson: Benjamin Warren.