



**FAEA Board Meeting Agenda**  
**Monday, November 18, 2019**  
**10:00 am – 12:00 pm EST**

<b>Location:</b>	<b>North American Meat Institute</b> 1150 Connecticut Ave., NW 12 <sup>th</sup> Floor Washington, DC 20036 Tel: (202) 587-4200	
<b>10:00 am</b>	<b>Call to Order</b>	Chairman Jim Sutter
<b>10:05 am</b>	<b>Financials and Dues</b> MAP Funding Member Funds	Kurt Shultz
<b>10:30 am</b>	<b>Updates</b> Kenya Bangladesh China Vietnam Cambodia Myanmar Ghana Nigeria Ethiopia Pakistan Codex	Kent Sisson
<b>11:15 am</b>	<b>2020 Outlook and Priorities</b> Board Member Priorities	Kent Sisson FAEA Members
<b>11:45 am</b>	<b>Other Business</b> Potential new members (USMEF?) Tanzania aquaculture legislation (Fritz) Clarification of Exec Dir Compensation	Kent Sisson/All
<b>12:00 pm</b>	<b>Adjourn</b>	



## FAEA Board Meeting Minutes

### 1. Call to Order

- a. FAEA Board Chairman Jim Sutter called the meeting to order at 12:00 pm

### 2. Introductions

- a. The following were present:
  - i. USSEC: Jim Sutter
  - ii. USGC: Kurt Shultz
  - iii. FAEA: Kent Sisson
  - iv. NAMI: Bill Westman and Laurie Bryant
  - v. USDEC: Nick Gardner
  - vi. NPPC: Trachelle Carr
  - vii. Elanco: Jesse Sevcik
  - viii. Merck: Laurie Hueneke (by phone)
  - ix. USAPEEC: Unable to attend
- b. Bill Westman suggested that FAEA members approach USMEF during the upcoming USAEDC meeting in Baltimore to encourage them to join FAEA. Jim informed the Board that he has been in contact with the USMEF CEO over the past few months about joining. All agreed it would be good to have them as a member and FAEA will follow up.

### 3. Financials

- a. Kurt Shultz reviewed the FAEA budget and expenditures for the past year
  - i. FAEA
    1. All groups have paid their 2019 dues except for USAPEEC and Elanco but they have been contacted and will pay
    2. FAEA membership dues for 2019 are \$96,000 (\$12,000 per member)
      - a. Expenses up to September result in a balance of \$92,816 for 2019
    3. Jim mentioned that the FAEA Executive Director is now being paid on a monthly retainer. Kurt explained how and why that was done, primarily to reduce paperwork, administrative time and costs
  - ii. GBI
    1. Budget started out at approximately \$347,000. Only spent \$107,000 so far
    2. Major underspending for 2019
    3. GBI approvals are not announced by FAS until later in the calendar year for the upcoming Jan-Dec 2020 FAEA fiscal year
    4. Westman asked about lifetime of the funding – stating we need to make sure we do not lose the money
    5. Sutter asked if we will have a hold on funding until the 2020 program is approved.
      - a. Shultz stated that last year FAS was able to extend the program into 2019 using 2018 funding so that we had funding to use in the beginning of the calendar year
      - b. We need to ask FAS if we can have funding for the first quarter of 2020 to do what we need to do until the 2020 funds are approved and allocated by FAS
      - c. Mary Ponomarenko in FAS has been the primary contact for FAEA regarding funding questions but with the recent FAS reorganization



she may have a new role in FAS. Shultz will follow up with FAS on the funding questions and also determine who will be our primary FAS point of contact regarding funding going forward

#### 4. Updates

- a. **Kenya** (Stage 3: Working with regulators)
  - i. Current top priority for FAEA with implications for other East African countries
  - ii. November visit to Washington successful in educating 10 high level officials (5 Parliament members, 3 Min of Ag, and 2 Min of Health officials) and the FAS locally employed staff on the U.S. food and feed safety legislative and regulatory rule making process
  - iii. They want FAEA help in coordinating the review of their draft legislation for establishing the Kenya Food and Drug Administration (KFDA)
  - iv. Next steps
    - 1. They will finalize their draft KFDA legislation and send to Sisson (in December) to coordinate the review with USTR, FAS, APHIS, FSIS and EPA. USTR and FAS have agreed to help coordinate the review with all the relevant agencies
    - 2. Sisson will return the draft with our comments (in early January)
    - 3. They will arrange an “offsite” workshop (in mid-January) to review the final draft with their industry and other stakeholders
      - a. FAEA will sponsor the offsite workshop and hire a qualified independent facilitator to moderate it
      - b. They plan to submit the Legislation to Parliament in early February
    - 4. Sisson will:
      - a. Work with the FAS Nairobi office to hire the workshop facilitator
      - b. Travel to Kenya in January to participate in the workshop and to interview potential contractors to assist in coordinating future capacity building activities related to implementing the legislation and rule making process
  - v. **Member Comments and Feedback**
    - 1. The members concurred with the general plan. USGC, NAMI (their member Jarvis is active in Kenya), Elanco, and Merck have contacts and/or are working in Kenya. They can provide recommendations for people to meet with and/or assist in identifying people to consider hiring as the Workshop Facilitator or as the contractor to assist in coordinating and implementing future FAEA capacity building activities.
    - 2. Members want to keep informed as and when the next steps take place
- b. **Bangladesh** (Stage 2: Develop relationships for engagement)
  - i. Oranni 2018 study commissioned by FAEA recommended starting engagement with Bangladesh Food Safety Authority (BFSA) and other key contacts including Ministry of Livestock and Fisheries, Ministry of Agriculture, Ministry of Health and Family Welfare (DG of Drug Administration), and others
  - ii. Newly arrived FAS Attaché in Dhakka (Tyler Babcock) concurs and also identified key institutions to work with including coordination with USAID and FAS Washington-based Emanuela Stephens from Trade and Scientific Capacity



Building Division who has extensive experience working with BFSA and other regulatory agencies there.

- iii. Next steps:
  - 1. Sisson will meet with Emanuela in FAS Washington
  - 2. Plan initial trip to Dhakka in 1<sup>st</sup> Qtr of 2020 to establish contacts and identify priorities
  - 3. Prepare Bangladesh action plan
- iv. **Member Comments and Feedback**
  - 1. USSEC has a contractor there that assists them
  - 2. USDEC has interest and issues there. Noted that FAEA should work with the Ministry of Health and Ministry of Agriculture
- c. **China** (Stage 2: Identify and re-engage with new regulatory agencies)
  - i. Activities on hold until trade dispute mitigated or resolved
  - ii. Monitor situation via contacts with FAS, AFP, FAEA members and Sisson trip to China in 1<sup>st</sup> or 2<sup>nd</sup> Qtr on business for another client
  - iii. **Member Comments and Feedback**
    - 1. Westman – trade environment and relationships appear to be improving. Good signs coming from SAMR (5 year MOU recently signed) and Min of Ag. Chinese gov't is becoming more organized.
    - 2. NAMI has an EMP beef genetics and feed formula/additives study on going
      - a. Farm to chop sticks pilot project – with a beef producer
    - 3. Also getting some USTDA funding from Commerce
    - 4. FAEA could complement what NAMI is doing. Farm level demos with farmers, for example
    - 5. Lots of different players so identification and coordination with all the players is the next step and FAEA could possibly perform that function by organizing a coordination meeting in China.
      - a. Exec Director could work with NAMI, AFP, and others on the ground to arrange and sponsor the meeting – perhaps time it to coincide with Sisson's trip to China for another client in the 1<sup>st</sup> or 2<sup>nd</sup> quarter of 2020
- b. **Vietnam** (Stage 4.5: Monitor new developments)
  - i. At the request of FAS, FAEA members and Executive Director participated in briefing and sponsored lunch for seven-member Vietnam Cochran Fellowship team (from MARD and Min of Health) in Washington for training on MRL's for veterinary drugs. NPPC hosted the meeting at their headquarters in August.
  - ii. Only FAEA (no GBI) funds are currently budgeted for Vietnam
  - iii. Sisson will travel to Vietnam for another client in 1<sup>st</sup> or 2<sup>nd</sup> Qtr of 2020 and will review situation for food/feed safety at that time
  - iv. **Member Comments and Feedback**
    - 1. There is considerable member interest in continuing to work with Vietnamese authorities to the extent possible
- e. **Cambodia** (Stage 1: Assess market needs and opportunities)
  - i. No activities in 2019



- ii. Sisson will travel there in early December for another client and can review food/feed safety situation while there, depending on FAEA member priorities/interests
- iii. **Member Comments and Feedback**
  - 1. WISHH has a soy aquaculture program there
  - 2. Jim Hershey is now in Cambodia (as Chief of Party for CAST program) and would be a good contact
- f. **Myanmar** (Stage 2: Identify and re-engage with regulatory agencies)
  - i. No activities in 2019
  - ii. Waiting for new Food Law that FAEA worked on with the Burmese FDA to be passed (targeted for early 2020)
  - iii. Feed and Veterinary Drug Law is also in drafting stage by the Livestock Breeding and Veterinary Department
  - iv. FAS no longer has American staff in Burma. Local FAS staff have been contacted and will keep Sisson apprised of new developments regarding both laws
  - v. **Member Comments and Feedback**
    - 1. USSEC believes Myanmar will be a good development opportunity for livestock feed in the long term but indicated that Burmese must want and be interested in us assisting them
    - 2. Fritz had some people who monitored and reviewed regs for FAEA in the past. Sisson will follow up with Fritz to get more details on who assisted him and how.
    - 3. Myanmar (and Cambodia) officials and contacts need to know who FAEA is and how we can be a resource for them. It was suggested by Shultz and agreed by others that FAEA Exec Director could tap into member resources to keep us informed of food/feed safety changes on the ground. It was discussed in more general terms how the FAEA Executive Director can better inform and work with FAEA member staff, contractors, and stakeholder contacts overseas. It was suggested that Sisson follow up and explore how to do this (see below, Executive Director Priority Action Items) through regular correspondence to key partners and stakeholders.
- g. **Ghana** (Stage 3: Working with regulators)
  - i. FAEA worked with MARD in developing their meat inspection regulations
  - ii. Activities on hold while waiting for adoption of Animal Production Law before re-engaging. If warranted, Sisson may stop over during trip to Kenya in 1<sup>st</sup> Qtr of 2020.
  - iii. **Member Comments and Feedback**
    - 1. N/A
- h. **Nigeria** (Stage 3: Working with regulators)
  - i. FAEA attended policy and legal planning conferences in 2016-17. New members elected to National Assembly (NA) in 2018 and draft food safety law submitted to NA in 2019. No action on the bill up to now.



- ii. Activities on hold while waiting for passage of the bill before re-engaging. If warranted, may stop over during trip to Kenya in 1st Qtr 2020.
- iii. **Member Comments and Feedback**
  - 1. Sisson follow up and check on the status of Nigeria's food and feed regs. NAMI has had some contact with the Nigerian Embassy in Washington and can identify someone to contact there.
- i. **Ethiopia** (Stage 1: Assess market needs and opportunities)
  - i. FAS Addis Ababa (Rachel Bickford) expressed interest in receiving FAEA funds/resources for training and capacity building to advance support for gaining market access for biotech products.
  - ii. Sisson advised her that FAEA could potentially engage if there is a broader need for food and feed safety versus only biotech. Am waiting for a response/proposal.
  - iii. **Member Comments and Feedback**
    - 1. USGC is doing some work and a NAMI member has 3 meat facilities there. Sisson can follow up to get contacts of those people for future outreach.
- j. **Pakistan** (Stage 1: Assess market needs and opportunities)
  - i. Will review based on FAEA member priorities and interests
  - ii. **Member Comments and Feedback**
    - 1. USSEC is currently working there to assist the rapidly developing market for soybean meal. They have 2 people on the ground. Biotech is a big issue for them but they don't know about need for food and feed regs and laws. Sisson can follow up to get contact info for the USSEC people there.
- 5. **Codex** (Sponsorship to Codex meetings)
  - a. Will meet with U.S. Codex office staff
  - b. Consult with Merck, Elanco, USDEC (Food Industry Codex Coalition), and AFIA
  - c. Identify priorities for sponsorship of individuals to Codex meetings
  - d. **Member Comments and Feedback**
    - i. USDEC recommended:
      - 1. Meet the Codex office staff ASAP. They will be talking about their plans for delegate meetings and sponsors. They should be very receptive in working with FAEA and would be happy to identify people to sponsor and committees that they should attend
      - 2. There is a Vet drug meeting in spring (end of May)
      - 3. IECA, South East Asia, and Africa are the priority regions to cover where FAEA should be focused regarding Codex
      - 4. Work on capacity for developing a national interagency committee
      - 5. Help them develop interagency trust
    - ii. Merck and Elanco concurred with USDEC comments and feedback, especially with regard to meeting with the Codex staff asap



## 6. Member Priorities

- a. USSEC
  - i. Bangladesh, Nigeria and at some point, Pakistan
  - ii. China also but through collaboration with AFP
- b. Elanco
  - i. Kenya, Tanzania and Uganda
  - ii. Vietnam – still have some protectionist desires which need to be discouraged
  - iii. China - it is so big and has lots of influence in the region. Need to keep working with them
- c. NAMI
  - i. China progress makes it natural to keep working with them and sponsor/participate in a coordination meeting with regulatory officials and stakeholder. Work with AFP.
  - ii. Kenya – NAMI has members working there that can provide guidance and assistance
  - iii. India – look into the U.S. India Strategic Partnership forum as an FAEA source of info
- d. NPPC
  - i. African Swine Fever in Asia is important for them, especially in Vietnam
  - ii. Codex sponsorship and engagement is important
  - iii. China remains an important market
- e. USDEC
  - i. Bangladesh, Vietnam and Cambodia
  - ii. Continue to leverage/partner with others to work in and keep informed on China
  - iii. Less interest in Africa due to lack of dairy markets there
- f. USGC
  - i. Same markets as the others identified focusing on where FAEA has an opp to have impact. For example, there may be some more opportunities in Myanmar vs Nigeria
- g. USAPEEC and Merck: Sisson will contact them by phone to get their list of priorities

## 7. Other business

- a. There was a general discussion about how FAEA can best use its limited staff and funding resources to address all the issues and markets that are important to FAEA members. Suggestions included:
  - i. How do we leverage and work with other groups and sources?
  - ii. What success stories do we have that we can share with FAS, FAEA members and their constituents, and other stakeholders?
  - iii. What additional consultants or contractors do we need to hire and for which markets and/or issues?
  - iv. Namibia was mentioned as another potential country to get info on regarding their food safety situation and could be a model for others to follow in Africa.
  - v. Sisson agreed to develop a calendar and workplan for Calendar Year 2020 and share with FAEA members
  - vi. Sisson should organize a spring (2<sup>nd</sup> Qtr) meeting for FAEA members with key officials from FDA, FSIS, APHIS, USTR, FAS, USDA (including U/S. McKinney), and Department of State (Ast Sec for Economic and Agriculture Tom Duffey)

## 8. Executive Director Priority Action Items

- a. Kenya
  - i. Receive KFDDA draft legislation and coordinate review by U.S. regulatory agencies and stakeholders  
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- ii. Send U.S. comments back to Kenyan officials
- iii. Coordinate, sponsor, attend and hire Kenyan facilitator for an off-site stakeholder review of draft legislation in Kenya
- iv. Hire part-time contractor to coordinate future FAEA activities in Kenya
- b. **Bangladesh**
  - i. **Dec 2019:** Meet in December 2019 with Emanuela Stephens, FAS Trade and Scientific Capacity Building Division to understand FAS and USAID activities in Bangladesh to determine how and what FAEA can do to complement and supplement development and implementation of science-based SPS, food and feed safety laws and regulations
  - ii. **1st or 2nd Qtr of 2020:** Travel to Bangladesh to establish contacts with appropriate regulatory officials and stakeholder representatives
- c. **China**
  - i. Contact AFP (Jennifer Lee) and FAS to discuss organizing and sponsoring a “Coordination” meeting in China with key regulatory officials and stakeholders.
- d. **Ghana and Nigeria**
  - i. Consider traveling there during visit to Kenya to assess current situation regarding status of establishing food and feed safety laws and/or regulations
- e. **Ethiopia and Pakistan**
  - i. Follow up to get contacts for people working with FAEA members in those and other countries for future outreach and intel gathering
- f. **Worldwide**
  - i. **December and January 2019:**
    - 1. Prepare template of format and content for Quarterly FAEA Activity and Outreach Letter – share with members for feedback
    - 2. Prepare email list of stakeholders to send Quarterly Report
    - 3. Meet with Codex office staff
    - 4. Call USAPEEC and Merck to get their list of priorities
    - 5. January 1: Prepare and send out 1st Quarter FAEA Activity and Outreach Letter

## 9. Other Priority Action Items

- a. Encourage USMEF to join FAEA: Jim Sutter and/or other FAEA members
- b. Determine FAEA funding for 2020 – especially for the first few months if FAS has not approved and allocated GBI funds for 2020: Kurt Shultz
- c. Determine who is the FAS Primary Point of Contact for FAEA funding: Kurt Shultz

## 10. Adjourn

- a. Chairman Sutter adjourned the meeting at 12:00 pm and the members then met in an executive session without the FAEA Executive Director
  - i. Generally the FAEA Members are quite pleased with Kent’s onboarding and start-up period. All are looking forward to Kent actively getting more activities going around the World with Kent doing more travel himself but also hiring other Contractors to share the workload under his leadership and direction.