

AEIC BOARD MEETING MINUTES

February 16, 1999

Wilmington, Delaware

Attendees: C. Rankin (DuPont)/outgoing President; J. Brady (Novartis)/VP and new President; R. Wong (AmCy)/outgoing Treasurer; K. Magin (Monsanto)/new Treasurer; P. Hunst (AgrEvo)/Secretary; C. Mihaliak (Dow Agro), J. Dautlick (SDI), A. Chen (FMC)--invited participants.

The AEIC Board held its annual meeting on February 16, 1999 at the AgrEvo USA Company Corporate Headquarters in Wilmington. The first order of business was a finance report from R. Wong. A CPA has audited the treasurer's books for both 1997 & 1998. There were more expenses in 1998 due to the EPA Workshop, which was held in October, 1998. It was also noted that the number of paid members had decreased in 1998. A \$20 incorporation fee was paid to the State of DE for 1998. SDI never submitted the bill for incorporation and according to Joe, SDI has paid the bill. The IRS forms for reporting annual income for nonprofit status have also been filed. Rosie suggested that since AgrEvo joined late in 1998, their membership fees be designated for 1999. The Board approved this suggestion. Membership dues reminders will be sent out at the end of Feb. Kim will assume all of the treasurer's duties now. Rosie informed the Board that she has changed jobs within AmCy and will most likely no longer be their representative to AEIC.

The Board discussed having the EPA Workshop Subcommittee give a final report on the workshop, i.e., feedback from the EPA and AEIC members who attended, itemization of the costs of the workshop, list of attendees, etc. The Board members who attended the workshop were in general agreement that the workshop was a success, i.e., the presentations were well received, EPA participants felt they understood immunoassays better, poster session offered time for informal discussions, etc. The question for the membership is whether EPA needs another workshop? or should the workshop materials be presented for another audience--maybe through the American Crop Protection Assoc. (ACPA)? Chris suggested that possibly Rich Lankow could coordinate the presentation for the AEIC Spring Meeting. She will contact Rich.

Another issue, which was raised from the EPA Workshop, was whether members could use the slide presentations given at the workshop. Some of the presentation slides are posted on the AEIC website. The Board decided that members could use the slides as long as the AEIC is recognized as the source of the information by placing the AEIC logo on the slides when used in a presentation.

The Board also decided that a thank you letter should be sent to Don Marlowe at the EPA for his support and help in disseminating the workshop announcements within the EPA. It was recommended that a core committee be organized at the Spring Meeting to write a letter and do any necessary follow-up with workshop participants.

As discussed at the Fall, 1998 meeting, AEIC wants to have a representative at the SFAI Meeting in Norwich, UK in Sept., 1999. Jim Rittenburg will be contacted prior to the Spring Meeting to discuss this participation. Jim is the AEIC liaison with the SFAI.

Another topic for the Spring Meeting will be the AEIC trifold. Chuck suggested that since the website is in existence, the trifold might no longer be useful. The membership will be asked for their opinions at the meeting.

Chuck also asked that anyone who has any ideas for the website to contact him. The website information needs to be updated. Chuck has suggested adding an area to post news items.

Chris will pull together a proposal for membership dues and present it at the Spring Meeting. It had been briefly discussed at the Fall Meeting as to whether we should have a different dues scale, i.e., sliding scale for small companies and individual members.

For the Spring Meeting, the biotech subcommittee will put together a presentation for the membership. The AEIC mission statement was revised at the Fall Meeting to include biotech. The goal for the biotech subcommittee was to present some issues which AEIC might want to address in the biotech area. In order to do this, Chris suggested a general presentation be given so that all AEIC members would have a base of knowledge in order to offer opinions and suggestions for addressing the issues. A tentative agenda for the biotech presentation was roughed out:

The goals for AEIC: 1) what role AEIC can play
2) what guidelines for immunoassays are needed in biotech

Use of Immunoassays in Biotech: "Cradle to Grave" in a product's lifetime--Kim Magin (Monsanto)

An overview of PCR, the "other" diagnostic technology--Ron Lirett (Monsanto)

Product Registration Packages: What are they? What data goes into them? US packages and packages for other countries--Penny Hunst/Sue MacIntosh (AgrEvo)

Proposal for Immunoassay Validation Parameters

Genetically Modified Food Labeling Issues--Markus Lipp (JRC Italy--tentative)

Issues: Where does AEIC go from here—what biotech issues should we deal with?

It was projected that this presentation would take one day of the spring meeting. The biotech subcommittee will either meet or conference call to come up with a list of guidelines for biotech immunoassays. The list will be presented at the Spring Meeting for comment and discussion by the membership.

The Spring Meeting announcements were sent out the afternoon of Feb. 16 following the Board Meeting. Audrey Chen (FMC) is the meeting host. She and Brian Skoczenski (new VP) will draw up the final agenda for the meeting. The meeting will be held at the Nassau Inn in Princeton, NJ on April 8-9.