

STATE OF NEW HAMPSHIRE

Honorarium or Expense Reimbursement Report (RSA 15-B)



Type or Print all Information Clearly:

Name: JAYNE SAUNDERS FINNIGAN Work Phone No. 603-271-1782

Work Address: NH PHU - 29 HAZEN DR CONCORD NH 03301

Office/Appointment/Employment held: MICROBIOLOGIST

List the full name, post office address, occupation, and principal place of business, if any, of the source of any reportable honorarium or expense reimbursement.

Source of Honorarium or Expense Reimbursement:

Name of source: _____ RECEIVED

Post Office Address: _____ APR 17 2015

Occupation: _____ NEW HAMPSHIRE DEPARTMENT OF STATE

Principal Place of Business: _____

If source is a Corporation or other Entity:

Name of Corporation or Entity: ASSOCIATION OF FOOD + DRUG OFFICIALS

Name of Corporate/Entity Representative: KRISTAL REED

Work Address of Representative: 2550 KINGSTON RD SUITE 311, YORK PA 17402

Food and/or beverages consumed pursuant to RSA 15-B:6, II with value over \$25.00 []

Value of Honorarium: _____ Date Received: _____ If exact value is unknown, provide an estimate of the value of the gift or honorarium and identify the value as an estimate. [] Exact [] Estimate

Value of Expense Reimbursement: 1461.49 Date Received: 4/3/15 A copy of the agenda or an equivalent document must be attached to this filing. [X] Exact [] Estimate

Briefly describe the service or event this Honorarium or Expense Reimbursement relates to:

TO ATTEND 4th ANNUAL GOVERNMENTAL FOOD + FEED LABS ACCREDITATION MTG

"I have read RSA 15-B and hereby swear or affirm that the foregoing information is true and complete to the best of my knowledge and belief."

Signature of Filer

April 14, 2015 Date Filed

9/07

RSA 15-B:9 Penalty. Any person who knowingly fails to comply with the provisions of this chapter or knowingly files a false report shall be guilty of a misdemeanor.

Return to: Secretary of State's Office, State House Room 204, Concord, NH 03301

Governmental Food and Feed Laboratories Accreditation Meeting

San Diego, CA
March 10-13, 2015

Tuesday, March 10, 2015

7:00 am – 8:00 am	Registration Location: Cortez Foyer
8:00 am – 12:30 pm	Joint General Session (ISO Cap and MFRPA) Location: Cortez Ballroom
8:00 am – 10:15 am	Moderator: Natalie Adan, Division Director, Georgia Department of Agriculture
8:00 am – 8:15 am	Welcome/Introductions Ronald Klein, Program Director, Association of Food and Drug Officials Steve Mandernach, Bureau Chief for Food and Consumer Affairs, Iowa Department of Inspection & Appeals and Chair, MFRP Alliance (Mike Moore: MA) Sharon Shea, Director, Food Safety Program, Association of Public Health Laboratories (APHL)
8:15 am – 8:45 am	FDA's Food Research Plan: What do we need to know more about to be effective regulators in 2020 and how do we collaborate? Palmer Orlandi, Ph.D., Senior Science Advisor, U.S. Food and Drug Administration
8:45 am – 9:30 am	Partnership for Food Protection Update Barbara Cassens, Senior Advisor/Acting Director, Office of Partnerships, Office of Regulatory Affairs, U.S. Food and Drug Administration Patrick Kennelly, Chief, Food Safety Section, California Department of Public Health Claudia Coles, Administrator, Office of Compliance and Outreach, WA Department of Agriculture
9:30 am – 10:15 am	Where we have been and where are we going Steven Solomon, DVM, Deputy Associate Commissioner for Regulatory Affairs, U.S. Food and Drug Administration Roberta Wagner, Deputy Center Director for Regulatory Affairs, U.S. Food and Drug Administration
10:15 am – 10:30 am	Break
10:30 am – 12:30 pm	Moderator: Steve Moris, Program Manager, Kansas Department of Agriculture
10:30 am – 11:00 am	How does Standard No. 10 of the MFRPS and Lab Accreditation to ISO Standard 17025 promote Food Safety and Integration? Steven Sobek, Laboratory Director, WI Department of Agriculture, Trade, and Consumer Protection Michael Moore, Director, Food Protection Program, Massachusetts Department of Public Health
11:00 am – 12:00 pm	Success Stories for Laboratory and MFRP Collaboration and Rapid Response Teams Travis Goodman, Consumer Safety Officer, U.S. Food and Drug Administration Brenda Holman, Deputy Director, CORE, U.S. Food and Drug Administration Mark Buxton, Rapid Response Team Coordinator, Missouri Department of Health and Senior Services
12:00 pm – 12:30 pm	Sustainability Barbara Cassens, Senior Advisor/Acting Director, Office of Partnerships, Office of Regulatory Affairs, U.S. Food and Drug Administration
12:30 pm – 2:00 pm	Lunch On Your Own

2:00 pm – 3:30 pm	<p>Method Validation and Verification: An Overview Location: Cortez 1</p> <p><u>Moderator:</u> Mark Stenske, Manager, Food & Feed Safety Section, Laboratory Division, MI Dept. of Agriculture & Rural Development</p> <p><u>Presenters:</u> Patricia Hanson, Biological Administrator I, Microbiology, Division of Food Safety, Bureau of Food Laboratories, Florida Department of Agriculture and Consumer Services Heidi Hickes, Bureau Chief, Montana Department of Agriculture, Analytical Laboratory</p> <p><u>Description:</u> This session describes the methods validation and verification processes for the food and feed testing laboratory. The presenters will offer do's and don'ts of method validation/verification.</p> <p><u>Objectives:</u> At the end of the session, the participant will be able to:</p> <ul style="list-style-type: none"> • Define validation, verification, and matrix extensions terminology • Discuss key elements of method validation • Describe validation testing elements of concentration range, sensitivity, ruggedness and others • Interpret and present validation results • Share examples from chemistry and microbiology validation 	
3:30 pm – 3:45 pm	Break	
3:45 pm – 5:00 pm	Concurrent Sessions (Pick One)	
	<p>Training and Competency Program at State Hygienic Laboratory at the University of Iowa; one Laboratory's Perspective Location: Cortez 1</p> <p><u>Moderator:</u> Carrie Rigdon, Ph.D., Response and Compliance Supervisor, Minnesota Department of Agriculture</p> <p><u>Presenter:</u> Marcia A. Valbracht, MHA, QA Coordinator-Ankeny & Lakeside, State Hygienic Laboratory at the University of Iowa</p> <p><u>Description:</u> This session describes how State Hygienic Laboratory at the University of Iowa's training program was developed to include initial and ongoing training and competency requirements; how courses were developed to ensure staff know and understand the basic concepts and requirements of ISO 17025:2005 and how it relates to the Quality Management System. The courses were set up using a system that ensures staff can access course work independently and track compliance. Demonstration of technical competency is being piloted using a paperless system.</p> <p><u>Objectives:</u> At the end of the session, the participant will be able to:</p> <ul style="list-style-type: none"> • Discuss the elements of a basic training needs assessment • Describe the process of writing a course proposal • Identify how an electronic system can be used to track compliance and competence 	<p>Root Cause Analysis Location: South Park</p> <p><u>Moderator:</u> Tracy Stiles, Director, Microbiology Division, MA Department of Public Health</p> <p><u>Presenter:</u> Rita D'Angelo, D'Angelo Advantage Quality Consulting, ASQ Six Sigma Black Belt and Quality Engineer</p> <p><u>Description:</u> In this session the participant will learn "how to" to identify and eliminate a root cause of a problem by performing the 5-whys to problem solving. We will formulate the problem statement, develop a hypothesis, current and target condition and use the Plan, Do, Check Act methodology to brainstorm solutions and ideas for improvement.</p> <p><u>Objectives:</u> At the end of the session, the participant will be able to:</p> <ul style="list-style-type: none"> • Implement effective process improvements based on the scientific A3 method to problem solving • Adopt unique measurement tools based on the scientific method of data collection to identify and analyze defective processes within your organization • Perform a root cause analysis by the application Plan, Do, Check, Act methodology to identify and eliminate root causes and to prevent their reoccurrence
6:00 pm – 8:00 pm	Meet & Greet Location: Kensington Veranda	

7:00 am – 5:00 pm	Registration Location: Cortez Foyer
8:00 am – 9:00 am	<p>ISO/IEC 17025:2005 Accreditation for State Food Testing Laboratories Cooperative Agreement Program Review and Expectation Location: Cortez 1</p> <p><u>Presenters:</u> <i>Erin Woodom-Coleman, Office of Partnerships, U.S. Food and Drug Administration</i> <i>Ruiqing Pamboukian, Ph.D, Office of Regulatory Science, U.S. Food and Drug Administration</i></p> <p><u>Description:</u> In this session we will showcase the highlights from the ISO CAP Program and discuss Year 4 Requirements and expectation.</p> <p><u>Objectives:</u> At the end of the session, the participant will be able to:</p> <ul style="list-style-type: none"> • Provide program review from the Office of Partnership and the Office of Regulatory Science • Discuss lessons learned, challenges and next year’s program requirements and expectations <p>NOTE: ISO CAP laboratories are required to attend this session.</p>
9:00 am – 10:00 am	<p>ISO/IEC 17025:2005 Accreditation: Sustainability and Funding after the Cooperative Agreement Location: Cortez 1</p> <p><u>Moderator:</u> <i>Kevin Armbrust, Ph.D., Claiborne Chair & Professor, Louisiana State University</i></p> <p><u>Presenters:</u> <i>Heidi HICKES, Bureau Chief, Montana Department of Agriculture, Analytical Laboratory</i> <i>Tanna Kilpatrick, Quality Assurance Manager, Oklahoma Department of Agriculture</i> <i>Kathryn Seely, Ph.D., Laboratory Manager, Arkansas Public Health Laboratory</i></p> <p><u>Description:</u> The reality is that there is no way to determine if future funding will be available for ISO laboratory accreditation following the completion of the cooperative agreement. During this session, the presenters will discuss mechanisms for how the laboratories can sustain accreditation in the absence of cooperative agreement funds.</p> <p><u>Objectives:</u> At the end of the session, the participant will be able to:</p> <ul style="list-style-type: none"> • Describe the challenges laboratories face to continue sustainability of ISO/IEC 17025:2005 Accreditation activities • Discuss lessons learned by laboratories to identify funding sources in order to sustain ISO/IEC 17025:2005 Accreditation activities
10:00 am – 10:15 am	BREAK Location: Cortez Foyer

10:15 am – 12:00 pm	Concurrent Sessions (Choose one of the sessions) 	
	<p>Internal Auditing Location: Hillcrest</p> <p><u>Moderator:</u> Kathryn Wangsness, Quality Assurance Manager, Arizona State Public Health Laboratory</p> <p><u>Presenter:</u> Rita D'Angelo, D'Angelo Advantage Quality Consulting, ASQ Six Sigma Black Belt and Quality Engineer</p> <p><u>Description:</u> This session will provide the participant an overview and a "hands on" approach to understand the standard and skills necessary to perform an audit, verify compliance and/ or non-conformances, and provide a report to leadership within your organization.</p> <p><u>Objectives:</u> At the end of the session, the participant will be able to:</p> <ul style="list-style-type: none"> • Define the principles, requirements , definitions and terms of ISO 9001 • Apply principles learned to define the objectives, scope and criteria of the audit • Conduct an audit using the process approach • Identify and document nonconformance findings 	<p>Do you Know What Your State is Sampling and Why? Location: South Park</p> <p><u>Presenters:</u> Guy F. Delius, Office of Partnerships, Standards Implementation Staff, U.S. Food and Drug Administration Nancy Hall, Public Health Microbiologist, State Hygienic Laboratory at the University of Iowa Steve Mandernach, Bureau Chief for Food and Consumer Affairs, Iowa Department of Inspection & Appeals Maria Ishida, Bureau Chief, Food Laboratories, Florida Department of Agriculture & Consumer Services Matt Colson, Environmental Administrator, Division of Food Safety, Florida Department of Agriculture & Consumer Services Susie Dai, Ph.D., Research Assistant, Office of the Texas State Chemist, Texas A&M University</p> <p><u>Description:</u> In this session, representatives from regulatory agencies and state food testing laboratories will share their perspectives on the what, why and how of Sampling Plans. Both groups recognize the importance of sampling plans and how plan development is more successful using active communication and collaboration. Learn how laboratories, either new to or experienced with sampling plans, are addressing this important aspect of food testing.</p> <p><u>Objectives:</u> At the end of the session, the participant will be able to:</p> <ul style="list-style-type: none"> • Describe the benefits of a Sampling Program • Identify state-specific products sampling and analysis logistics • Discuss risk-based statistical analysis plans for regulatory compliance
12:00pm – 1:15 pm	Lunch On Your Own	

1:15pm – 3:15 pm	Concurrent Sessions (Choose one of the sessions)	
	<p>Conducting a Pre-Assessment Location: Hillcrest</p> <p><u>Moderator:</u> <i>Ruiqing Pamboukian, Ph.D, Office of Regulatory Science, U.S. Food and Drug Administration</i></p> <p><u>Presenters:</u> <i>Steve Doty, Technical Advisor, Accreditation Services Bureau (A-S-B), dba Laboratory Accreditation Bureau (L-A-B)</i> <i>Bill Hirt, Ph.D., Director of Accreditation, Lab and Forensic-related Programs, ANSI-ASQ National Accreditation Board / ANAB</i> <i>Cheryl Morton, Managing Director, AIHA Laboratory Accreditation Programs, LLC</i> <i>Randy Querry, Accreditation Manager, American Association for Laboratory Accreditation (A2LA)</i> <i>Mohan Sabaratnam, Quality Manager, International Accreditation Services (IAS)</i> <i>Tracy Szerszen, President/Operations Manager, Perry Johnson Laboratory Accreditation, Inc. (PJLA)</i></p> <p><u>Description:</u> In this session, representatives from Accreditation Bodies will share their experiences on conducting a pre-assessment of your laboratory as you pursue to achieve ISO/IEC 17025:2005 Accreditation.</p> <p><u>Objectives:</u> At the end of the session, the participant will be able to:</p> <ul style="list-style-type: none"> Describe the steps to take to conduct a pre-assessment of the laboratory as part of the process of achieving ISO/IEC 17025:2005 Accreditation activities 	<p>Topics of Interest for Laboratories on the Journey to Accreditation and Those Who are Working to Maintain Accreditation Location: South Park</p> <p><u>Moderator:</u> <i>Vanessa Holley, Senior Specialist, Association of Public Health Laboratories (APHL)</i></p> <p><u>Presenters:</u> <i>Rita D'Angelo, D'Angelo Advantage Quality Consulting, ASQ Six Sigma Black Belt and Quality Engineer</i></p> <p><u>eLEXNET: Overview and Recent Updates</u> <i>Linda Paige, eLEXNET Program Director, Information Innovators Inc. (Triple-i)</i> <i>Eyal Rand, Senior Systems Analyst, Information Innovators Inc. (Triple-i)</i></p> <p><u>Description:</u> This session brings a panel to provide updates on several topics of interest to laboratories on the journey to accreditation and those who are working to maintain accreditation. One of the topics is a discussion on proposed changes to ISO 9001 standard (<i>Quality Systems</i>) and how those changes may affect your organizational processes associated with ISO/IEC 17025:2005 accreditation. Additionally, a demonstration of the updated functions, including reports from eLEXNET will be provided. There will be opportunity to discuss these and other topics of interest.</p> <p><u>Objectives:</u> At the end of the session, the participant will be able to:</p> <ul style="list-style-type: none"> Discuss the changes of ISO 9001:2015 that might impact ISO/IEC 17025 Discuss the utility of eLEXNET to the laboratory, and propose possible uses for reviewing the data in the food safety system
3:15 pm – 3:30 pm	BREAK Location: Cortez Foyer	
3:30 pm – 5:00 pm	<p>Best Practices for Laboratory Accreditation – Idea Sharing Location: Cortez 1</p> <p><u>Moderator:</u> <i>Gale Hagood, Quality Manager, Mississippi State Chemical Laboratory</i></p> <p><u>Presenters:</u> <i>Brenda Jackson, Quality Systems Manager, North Carolina Department of Agriculture & Consumer Services</i> <i>Cynthia Mangione, Microbiology QA Officer, New York Department of Agriculture & Markets</i></p> <p><u>Description:</u> This session is an open-mike opportunity for laboratories to share their successes in achieving ISO/IEC 17025:2005 accreditation as well as model practices in laboratory quality processes. Join your colleagues to share the “best of the best” solutions to tricky situations and more common challenges.</p> <p><u>Objectives:</u> At the end of the session, the participant will be able to:</p> <ul style="list-style-type: none"> Discuss a model practice to solve a challenge in the laboratory Compare solutions to a common problem 	
5:00 pm – 7:00 pm	Lab Managers Steering Committee Meeting Location: North Park	

Thursday, March 12, 2015

7:00 am – 5:00 pm	Registration Location: Cortez Foyer
8:00 am – 11:30 am	<p>Measurement of Uncertainty – A Workshop for Food and Feed Laboratories Location: Cortez 1 & 2</p> <p><u>Presenters:</u> <i>Patricia Hanson, Biological Administrator I, Microbiology, Division of Food Safety, Bureau of Food Laboratories, Florida Department of Agriculture and Consumer Services</i> <i>Heidi Hickes, Bureau Chief, Montana Department of Agriculture, Analytical Laboratory</i> <i>Susan Humphries, Biological Scientist IV, Bureau of Food Laboratories, Florida Department of Agriculture and Consumer Services</i></p> <p><u>Description:</u> In this workshop, the faculty will share their learnings on Measurement of Uncertainty (MU). The workshop will start with the overview of the Basics of MU which apply to all disciplines. Following the overview discussion, the workshop will focus on processed specific to Chemistry and Microbiology.</p> <p><u>Objectives:</u> At the end of the session, the participant will be able to:</p> <ul style="list-style-type: none"> • Describe a Measurement System • List five Uncertainty components which are of importance • Calculate Measurement Uncertainty (use of quality control data) • Discuss several types of Uncertainty • Recognize test methods that specify major sources of uncertainty measurement and specify how to calculate and present the results • Explain terminology used in Measurement Uncertainty • Describe the types of calculations can be used in Chemistry and Microbiology
10:00 am – 10:15 am	BREAK Location: Cortez Foyer
11:45 am – 12:00 pm	Meeting Conclusion & Adjournment
12:15 pm – 1:00 pm	Meeting Review/Hotwash Location: North Park
1:15 pm – 5:00 pm	<p>OPTIONAL: Sampling Workshop (Separate Agenda) Location: Kensington Ballroom</p> <p>The MFRP Alliance is sponsoring a Sampling Workshop, which begins after lunch on Thursday and continues until noon on Friday. The workshop is intended to introduce food regulatory program managers and laboratorians to information that will help them develop cost-effective food sampling plans that will result in data, which can be used for defensible food safety decisions. Topics include the key elements of sampling quality criteria; how sampling quality criteria impacts the sampling protocol, sampling theory, importance of selecting sample tools and equipment appropriate for the media to be sampled and the correct use of those tools, and quality control for primary sample collection and laboratory processing.</p> <p>The workshop will include a panel presentation of food program managers and regulatory specialists who will provide perspective on how to integrate into your sampling programs. The training supports the MFRP standards and laboratory accreditation to ISO/IEC 17025 standards.</p> <p>The workshop presented by Chuck Ramsey, with founder and president of EnviroStat, Inc. Mr. Ramsey is technical consultant for the GOODSamples (Guidance On Obtaining Defensible Samples) guidance being developed by a working group funded through the FDA Cooperative Agreement for Building an Integrated Laboratory System to Advance the Safety of Food and Animal Feed. The work group is comprised of AFDO, APHL, AAFCO and industry members.</p>
Friday, March 13, 2015	
8:00 am – 12:00 pm	OPTIONAL: Sampling Workshop Continued (Separate Agenda) Location: Kensington Ballroom

Agenda is subject to change