

## **Draft Magruder Committee Meeting Minutes**

Association of American Plant Food Control Officials Meeting

February 17, 2015 Jacksonville, FL

10:15 AM- 12:30 PM

### **Welcome, Introductions, Agenda Review and Approval-**

Bill Hall, Chairman, called the meeting to order at 10:14 am. 15 committee members were present. Industry had 19 representatives with the control officials having 14 representatives. Total attendance was 33. The agenda was reviewed and no additions were made. Sharon Webb made the motion and Hugh Rodriguez seconded - The agenda was accepted.

### **Approval of Last Meetings Minutes/Report-**

The previous minutes from July 2014 were reviewed. Barbara James made a correction. Regarding ammonium phosphate, she is to supply MCP not MAP. Keith Wegner made a motion to accept the minutes. The motion was seconded by Brian White and the motion passed.

### **Treasurer's Report-**

Jamie gave the treasurer's report (see report dated 2/9/2015). Total equity is \$112,333.91 through January 31, 2015. Magruder collected \$4,183.41 dollars over the expenses incurred. Only 75% of labs have paid so far this year. Jamie indicated there are some problems collecting from some international labs. A motion was made by Sharon Webb to accept the treasurer's report with a second by Harold Falls. The motion passed and the treasurer's report was approved.

### Old Business

### **Transition Team Report – Frank Sikora/Transition Team**

Frank gave an update on where we are with the transition. (see powerpoint)

#### *Timeline shared*

Started in September 2014 through the present

#### *Cost Analysis*

Estimate of income and expenses:

2014/2015 FY

Income \$28,500\*; Expenses \$40,471; In the red temporarily (\$12,471)

\*240 labs per year (119 labs)

Expenses:

Web program (FASS) = \$9,000-one time cost

Statistician (Bob C) = \$3,500

Statistician (Andy C) = \$6,265

Other \$21,706

2015/2016 FY

If increase \$25 per lab = \$2,975

Total income would be \$31,475 and results in (\$2,761)

2016/2017 FY (adding 11 labs would get us into the black)

If it all comes to fruition, the new program is costing us ~\$15K

There was a discussion regarding the actual number of labs. Jamie indicated there are about 113 labs. Fall budget Jamie gave was based on \$300 per year projected fee.

Bill said we will need to decide the fee increase at the summer meeting.

### *Data Reporting*

Data is entered via the website. Frank showed the website including an introduction document, data entry instructions, statistical reports and what they contain, and contact information.

You access the FASS website via the Lab Portal. Participants are given a user name and password.

View shows active samples to enter data on. Also, archive samples are available.

Frank showed some active data and the sample data submission feature. He also explained the difference between the save and the submit buttons. It is intended that the submit button is to be used when the data is ready for the statistical analysis. There is also an option to download an Excel file and upload the data from it.

There were 8 volunteers who did the beta testing (including 4 who have had no AAFCO experience with the system). Results were entered for the January samples and will be entered for the February samples. Issues found included the need to address how to deal with reporting low concentrations. Instructions were developed for how to report low concentrations. Andy will be at the Denver meeting to discuss this further.

Sharon asked whether we needed to vote on this. It was also discussed that the instructions for reporting zero are conflicting (between the two paragraphs). We may need to further clarify these instructions. It was stated that there is an importance to EPA for reporting negative numbers. Brian White indicated that it could be an issue if we report less than minimum detection limits (people may think we can see those levels because the Magruder program does it). Sharon said that the end of the last paragraph takes care of it and it will only happen for low level micronutrients (and some HM). Bill said it is important to show real data (not just stat info)

### *Method codes*

The latest method code list was reviewed and included. They were reviewed to provide consistency.

Base method for Ca, Cu, Fe, Mg, Mn and Zn (965.09) and HM (see slides).

EPA metal methods have been added.

It was suggested to have new method code list reference the old method codes (and include the change information).

See table of method codes (available on home page of Magruder page).

Descriptions and importance of method codes is emphasized.

Note – S has really changed. It has been broken down.

Also addresses hybrid methods (prepped with one method and analyzed with another)

Permission given for Frank to publish info on Method Codes.

### *Statistical Reports*

Frank showed the location of the reports on the Magruder home page. There are general reports available on the site. The current report is the method report (all results from all labs)

The analyte report will organize all results for each analyte.

In the Lab Portal, you can look at the specific lab report cards, etc. Your lab would be highlighted in yellow. Report card per analyte is good way to evaluate results.

Discussion: James asked how mailing was associated with the reports. Wade has been mailing them out but they will be electronic in the future. Future plans are to reallocate TFI \$ to other Magruder needs. James asked if there would be additional costs for A&B samples. The answer was yes so we will need to consider this.

### **Sampling Study, Segregation Sample Preparation Discussion – Bill Hall**

Bill will be giving a presentation in the Methods Forum. There is a study going on regarding blending of sized materials. We are in phase II of this study to acquire more statistically based info; recognize that for regulatory action, may need to take to full plant scale. There will be a phase III going forward (more details in Methods forum).

### **Report on Methods Forum, ISO, ANSI & AOAC Initiatives – Bill Hall**

The forum will begin tomorrow afternoon. This is where we take a deep dive into methods. Four methods have gone into collaborative study stage. There is room for more methods to be addressed. Everyone is welcome to attend.

A lot of work is going on with ANSI and ISO. Hugh indicated there are a number of methods and standards going through ISO. Recently voted on two slow release methods. US voted to go through (editorial). There are additional ones in progress. There are a few votes coming up for vocabulary and terms. We have submitted some additional ones (N by combustion, humic acid and Silicon). We are hoping there will be a meeting early this year where we can meet to discuss these. Hugh said to contact him, Wade or Bill on any method needs or ISO standard.

#### **AOAC Initiatives-**

There are four methods going through collaborative process for AOAC. There was some guidance from AOAC that each method should have a reference material or reference standard that goes with it. May be an opportunity for Magruder to sell reserve materials (if we can show its homogeneous).

James stated that (relative to Magruder), it could be reported as a consensus result (rather than “certified”). Harold has a certified MAP available and there may be some others.

#### **New Business**

### **Sample Selection 2015-2016**

The samples to be included for 2015-2016 were discussed (see Excel spreadsheet).

### **SDS and GHS Issues for Sample Providers – Bill Hall**

### **Newsletter Topics and Suggestions – Bill Hall**

Next issue- will include information on method codes, relationship to IA, reports, etc.

### **Potential Value Added Program Modifications – Bill Hall**

Homogeneous certified sample – James

Barbara likes the idea of having subsets of samples. Bill indicated we will send out a survey to assess interest.

Question was asked as to whether participating labs are listed on website?

Hugh asked a question regarding whether a lab is evaluated (when a COA is submitted to the state)?

Does AAPFCO have a recommendation regarding lab requirements?

### **Honoring Bob Coelho – Bill Hall**

A plaque will be sent to Bob thanking him for his many years of service.

Nominating Committee – Keith

Committee met – proposed – to nominate James Bartos (Keith moved and Harold seconded); approved  
Jessica Flowers will fill unexpired term for Ametra Berry.

### **Public Comment/Input/Issues - Guests**

### **Committee Member's Comments and Issues – Members**

### **Next Steps, Assignments and Agenda Items for Next Meeting – Bill/Group**

Brian White made a motion to adjourn that was seconded by Keith Wegner and approved.

Meeting adjourned at 12:24 pm.

### **Adjourn**

Respectfully submitted,

Patty Lucas