

Baby Food Standard Oversight Committee

Meeting agenda & minutes

When: 20 April, 2021 3:30-4:25 pm Eastern Standard Time

Where: Bluejeans

Committee members present: Charlotte Brody (HBBF), Cheryl Callen (Gerber), Conrad Choiniere (FDA), Raul Fajardo (Hain), Jason Jacobs (Beech-Nut), Rui Hai Liu (Cornell U.), Tom Neltner (EDF, convening Chair), Debra Oglesby (NYS Dept. Ag.), Jason Rosecast (Happy Family Organics)

Adjunct: Nicole Castle (legal counsel), Todd DeKryger (Technical Committee Chair), Amanda Ettinger (Communications Committee Chair), David Gould (FoodChain ID, Standard facilitator)

Guests: Christina Bonarrigo (Sprout), Boma Brown-West (EDF), Michael Gardinier (Farm Fresh First, proposed new member), Jane Houlihan (HBBF), Wendy Johnson (Gerber), Matt Sliva (Arbre Group Holdings, proposed new member)

Absent: none

Background materials:

- Draft Declaration of Interest form
- 1. Previous meeting minutes approval – link at https://drive.google.com/drive/u/1/folders/1F-OtkYqWfZ6AnZq9yhG_fNmXe-G7kfic

Action: Minutes approved unanimously

2. New nominees for the Committee:
 - a. Matt Sliva – [Arbre Farms](#) of Grand Rapids, Michigan
 - b. Michael Gardinier – [Farm Fresh First](#) of Western New York
 - c. Review needs for additional members

Discussion: Matt and Michael introduced themselves, their backgrounds. Possible additional member from Western Growers Association, referred by Emily Griep (TC member); Tom and David to meet with her next week.

Action: The Oversight Committee puts forward to the Council that Matt and Michael are both officially appointed to the Oversight Committee.

3. Bios (and photos) on the [website](#) – needed for all members for transparency and credibility purposes. So far the only OC bios up there are from Tom, Jason R., Debra, and Maria. Bios can be sent to David.

Discussion: *Members are reminded to submit bios to David as soon as possible.*

4. Declaration of Interests – per our Terms of Reference, all Oversight Committee members, since they have a vote in decisions, must declare interests to the Baby Food Council. We have drafted a form, which Nicole is reviewing and may revise, but it is attached here so you can see more or less what will be entailed.

Discussion: *Some confusion arose due to the difference between the terms/concepts of “interests” versus “conflict of interest.”*

Action: *David will work to revise the form to make the distinction that it is a declaration of interests, check with counsel, and then redistribute to members.*

5. Committee updates –
 - a. Technical Committee
 - i. Meeting minutes available at <https://drive.google.com/drive/u/1/folders/1TOCaqAas-sd-N6L8zGu2WULK EIF6TJK>
 - ii. Standard drafting update/summary
 - iii. data collection – a high priority topic for development of the Standard; needs further involvement from the Baby Food Companies

Discussion:

- *Target date for a 1st public consultation is still for June 2021.*
- *The Technical Committee is striving to provide maximum opportunities for participation in the certification program and avenues of entry for supply chain actors, from farms all the way to final product manufacturers (baby food companies).*
- *Terminology will be important, with all terms used being clearly defined so as to not cause confusion, especially if they have known meanings in other contexts.*
- *An important focus of the TC and its Working Groups is on best practices, which in turn make for the most efficient points and frequency of testing that results in adequate confidence that heavy metal loads are being progressively reduced in the final products.*
- *Quantitative limits set by the Standard must be based on actual empirical data. A special meeting has been called to focus on data collection, to occur within the next two weeks.*

- b. Communications Committee
 - i. Meeting minutes available at <https://drive.google.com/drive/u/1/folders/1s6OdJT2FZspj9UFLnDQnAlZAW1Le-J>
 - ii. Need to appoint a co-chair to fill in for Amanda (to go on maternity leave soon)
 - iii. Need to appoint a replacement for Jessica Dickstein (also on maternity leave); Carolyn Sklar attended the last CC meeting in her place.

Discussion:

- *A Co-chair for Amanda is still tbd. Should not be from Gerber since Todd is Chair of the TC. Hain Celestial and Happy Family asked to identify candidates from their organizations.*
- *The next CC meeting is Tuesday April 27th. The agenda will shift to consider prioritizing actions and deliverables so that there is:*
 - *Good stakeholder mapping and an engagement plan for the initial public consultation on the draft Standard;*
 - *Clarity about what external messaging will be, with respect to seeking stakeholder comments on the draft versus broader public communications (ie to consumers) about the purpose and promise of the Standard. It is acknowledged that broader consumer/public messaging requires very careful thought and planning and may take time to develop properly;*
 - *Longer term planning/engagement of a consultant per the CC's work on an RFP, as discussed at previous meetings; and*
 - *Design of a logo/seal to use for certified products..*
- *The CC will also be called upon by the TC to help develop language/requirements around clauses in the Standard about claims. The TC needs to refine/clarify its work further before being ready to coordinate in this way with the CC, but it should start in time to include some substantive content for the initial public consultation.*

Actions:

- *Raul and Jason R. will check with their companies for possibilities of a Co-chair for Amanda.*
- *The Oversight Committee appoints Regina Fechter and Carolyn Sklar as Communications Committee members to replace Jessica Dickstein while she is on maternity leave; appointment to be reviewed at the next Oversight Committee meeting.*
- *Tom and Amanda will set up a meeting with FoodChain ID to discuss short-term marketing and outreach help for near-term deliverables as described above.*

End of minutes.