

Steering Committee (SC) Call Minutes  
NanoRelease Food Additive  
January 16<sup>th</sup>, 2013

*Participants:* Steve Roberts, Annette McCarthy, Rickey Yada , Shaun Clancy, David Carlander, Susann Bellman, Greg Noonan, David Lefebvre, Rekha Mehta, Tom Neltner, Michael Hansen, Tim Duncan, Rick Canady, Libby Tsytsikova, Molly Bloom

Agenda

(1) Approval of last call minutes

- No members on the call had any objections or comments.  
*Action Item:* Any comments should be sent by Friday, January 25<sup>th</sup> after which the minutes will be considered approved and posted publically.

(2) New SC Member (for approval)

- Members were asked for any objections to the approval of a new SC member.  
*Action Item:* The secretariat will send an email regarding this nomination for response in the next two weeks after which time the SC Member will be considered approved.

(3) Project Timeline

- It was noted that the timeline for the project has not changed and there is a State of the Science meeting in Miami at the ILSI Annual Meeting later this week.
- A member of the SC asked how the committee may assist the TGs in staying on track with the project deadlines noting that March, when drafts of the white papers should be completed, is not far away.
  - A task group co-chair mentioned that finalizing the decision on publication strategy would help to keep the focus and more forward.

(3) Group Updates

- TG1
  - A TG co-chair noted that the group has not progressed much since the workshop. On a call last week, members were asked to review workshop output notes and send edits or additions to the secretariat. The group will continue to work on the white paper given input from the workshop.
- TG2
  - A TG co-chair noted that the group is in the phase of planning their next TG2 call and not much has been done since workshop.
- TG3
  - A TG co-chair noted that a summary of the workshop will be sent around soon and a TG call is scheduled for next week. The group will implement suggestions made at the workshop.

- TG4
  - A TG co-chair noted that a detailed discussion from workshop has been circulated to members and are in the process of scheduling a next call.
- TG5
  - It was noted that the group has a call next week and have not yet seen a summary from the workshop.
  - A group member mentioned that he has started to pull together regulatory information from the US.
- *Action Item:* The secretariat will put up a summary of all TGs from the workshop on the internal website and send the link out to members.
- SOST
  - The SOST will be meeting this week at the ILSI meeting in Miami, which will be teleconferenced with approved new members.
  - The SC was asked to approve three new members to the SOST. These experts were suggested to the secretariat by various participants at the workshop, and have all confirmed availability and interest in joining.
  - *Action Item:* Members should share any objections to members in the next two days otherwise they will be considered approved.

#### (4) Publication Strategy

- There have been many discussions as to how best to publish the white papers. The group needs to come to a decision.
- Libby sent out a list of pros and cons including publishing the papers as a series in one journal or in separate journals, and publishing in a food or nano related journal.
- A SC member noted that a review in Comprehensive Food Science and Food Safety is completely open access with no associated fee and the option to post the paper online after one year. It could be a good option to have a summary in this journal and individual papers in other journals.
- It was also mentioned that Trends in Food Science and Technology also allows for publishing open access and would waive the fee for this project with the ability to post the PDF online.
- A member pointed out that TG1,2 may be more related to food and TG3,4 more related to methods. Others on the call agreed.
- Members discussed whether the decision should be put to a vote or made executively. TG members have expressed strong opinions about the nano vs food journal issue, so this decision would be most fairly decided by a vote.
- It was noted that the State of the Science Team will be targeting Nature Nanotechnology for the publication of their paper in this project.
- *Action Item:* The secretariat will send out a ballot with choices for members to vote on as a method for going forward.

(5) Dec 11-12 Workshop DRAFT Summary

- The purpose of this is to provide feedback to TGs, to give a few recommendations to each TG as a summary for clarification of what the TGs should do moving forward.
- The secretariat has sent out a preliminary draft, but would like input from the SC on the organization/format. Should it be ordered by TG and topic rather than BOG report outs?
- TG co-chair noted that it would help if the comments under the various breakout groups were consolidated for each TG.
  - Members generally agreed noting that TGs may only want to focus on their own sections and then have a more general summary with outcomes and conclusions from the conference. The participant list could be moved to the end as an appendix with columns for BOGs.
- Members discussed the idea of an executive summary for the main points from the workshop to be brought forward.
  - A SC member noted that the executive summary could be the basis for a paper itself- can decide what should be in the body of the document based on bulleted points from the summary.
  - This executive summary could be one page and then a longer 15-20 page document with an appendix could be the total summary.
- *Action Item:* The secretariat will shorten the breakout group notes and consolidate- removing the summary of the power point presentations given by each TG as they will be posted on the website. This summary will be sent out to SC and all TGs for input of what they found to be important and how to shorten further. Members agreed to respond with edits before or by their next TG calls.

(6) Outreach: Updates on Recent/Upcoming Presentations

- The IFT workshop in Chicago this spring on nanotechnology was mentioned as an opportunity to present for an hour on the project. It is a chance to get input from members who are in Chicago and other food technologists.
- *Action Item:* The secretariat will send the proposed agenda to the SC for feedback and possible presenters.