

Note: Subcommittee notes may include preliminary discussions regarding substances considered for addition to or removal from the National List. Proposals must be voted on by the NOSB, to become recommendations to the USDA. They do not represent official National Organic Program (NOP) policy/regulations or NOSB recommendations. Please see the NOP website for official NOP policy, regulations, and status of substances used in organic production and handling.

**National Organic Standards Board (NOSB)
Policy Development Subcommittee (PDS) Notes
Tuesday, December 8, 2020 3:00 pm ET**

Attendees: Mindee Jeffery (MJ), Chair; Nate Powell-Palm (NPP), Vice Chair; Jesse Buie (JB); Jerry D'Amore (JD); Rick Greenwood (RG), Steve Ela (SE); Scott Rice (SR)

Absent: None

Staff: Michelle Arsenault (MA); Jared Clark (JC); Devon Pattillo (DP)

Agenda

- Review November 10 Notes
- Public comments
- New member training
- Additional Items
- Adjourn

Discussion

- **November 10 Notes** were accepted as written
- **Public comments.**
 - Members discussed the process for comments that are submitted after the deadline. Comments are accepted after the comment period closes, but commenters are alerted to the fact that the Board may not have time to consider the comments before it votes.
 - The group discussed the schedule for oral comments and the discrepancies between individual commenters and groups/organizations. As interest in organic grows, managing the comment process has become more important. Members discussed developing a discussion document for the Spring meeting. MJ will review the PPM and outline for the Executive Committee why this may be important. The PDS is seeking approval from the Exec Committee and NOP to work on this.
 - In addition to discussing the process for written and oral comments the group also discussed an interest in advocating for greater access to the meetings via webcasting.
- **New member training.** NOP will work on content and hands on activities. Several NOSB members have discussed order and process. A member offered some ideas for areas that need more emphasis.
- **Additional Items.** The NOP discussed history of the PDS and its review of the PPM and Member guide.
- **The meeting was adjourned**

[Previous PDS Notes](#)

Future Call Schedule (2nd Tuesday 3:00 ET/12:00 PT)

November 10, 2020

Public comment scheduling - discuss

December 8, 2020

January 12, 2021

February 9, 2021

March 9, 2021

April 13, 2021

May 11, 2021

June 8, 2021
 July 13, 2021
 August 10, 2021
 September 14, 2021
 October 12, 2021
 November 9, 2021
 December 14, 2021

Work agenda

Project	Contact	Status	Discussed Vote	Target Meeting
Review of Policy & Procedure Manual (PPM)	ALL	Revisions/Updates as needed		TBD
Update to member guide	MA	Update as needed		NA

Spring 2021 Milestones	Target dates (tentative)
NOP - Publish FRN, Open public comment	Nov 15, 2020
NOSB - Spring 2021 proposals due to NOP	Feb 18, 2021
New NOSB member training	TBD
NOP - Draft Spring 2021 NOSB meeting tentative agenda	Feb 2, 2021
NOP - Post proposals	Mar 3, 2021
Public comment closes	Apr 1, 2021
NOP - Send compiled public comments to NOSB	Apr 6, 2021
Public comment webinars	Apr 20 & 22, 2021
Spring 2021 NOSB meeting - Crystal City, VA	Apr 28 - 30, 2021

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**National Organic Standards Board (NOSB)
Policy Development Subcommittee (PDS) Notes
Tuesday, November 10, 2020 1:00 pm ET**

Attendees: Rick Greenwood (RG), Chair; Steve Ela (SE); Scott Rice (SR); Jesse Buie (JB)

Absent: None

Staff: Michelle Arsenault (MA)

Agenda

- Consent Calendar
- Additional Items
- Adjourn

Discussion

- **Consent Calendar (All).** Since comments were few, and mixed, and it is unclear if a change to the voting process would improve efficiency, the PDS decided to not pursue this project.
- **Additional Items.**
 - Organization of public comment at each meeting. Members discussed the submission of written comments after the submission deadline, and the scheduling of oral commenters. NOP will send example of current guidance for discussion on the next call.
- **The meeting was adjourned**

[Previous PDS Notes](#)

Future Call Schedule (2nd Tuesday 3:00 ET/12:00 PT).

October 13, 2020 - cancelled

November 10, 2020

Public comment scheduling - discuss

December 8, 2020

Work agenda

Project	Contact	Status	Discussed Vote	Target Meeting
Consent Calendar	RG			
Review of Policy & Procedure Manual (PPM)	ALL	Revisions/Updates as needed		TBD
Update to member guide	MA	Update as needed		NA

Spring 2021 Milestones	Target dates (tentative)
NOP - Publish FRN, Open public comment	Nov 15, 2020
NOSB - Spring 2021 proposals due to NOP	Feb 18, 2021
New NOSB member training	TBD
NOP - Draft Spring 2021 NOSB meeting tentative agenda	Feb 2, 2021
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**National Organic Standards Board (NOSB)
Policy Development Subcommittee (PDS) Notes
Tuesday, July 14, 2020 1:00 pm ET**

Attendees: Rick Greenwood (RG), Chair; Steve Ela (SE); Scott Rice (SR); Jesse Buie (JB)

Absent: None

Staff: Michelle Arsenault (MA)

Agenda

- Review June 9 notes
- Discuss concept of a consent calendar
- Discuss outreach efforts to increase diversity on NOSB
- Additional Items
- Adjourn

Discussion

- **June 9 notes** were accepted as written.
- **Consent calendar.** Members discussed putting forth a discussion document at the Fall meeting on using a consent calendar to vote on a group of items instead of voting on each substance individually. The practice is used in county and state government, and would bundle non-controversial items that have unanimous consent. Members would be allowed to remove any item from the list for individual vote. The PDS would like to hear input from stakeholders about this during public comment.

Motion to accept the discussion document on a consent calendar

Motion by: RG

Seconded by: JB

Yes: 4 No: 0 Abstain: 0 Absent: 0 Recuse: 0

The lead will complete the document and submit it to NOP.

- **Outreach efforts to increase diversity on NOSB.** Members discussed various ways in which to reach out to communities that may not typically participate in NOSB nominations. Ideas included:
 - The addition of language to the webpage and the nominations flyer to call the NOP to chat about how the NOSB works, benefits, time commitment etc.
 - NOSB “Coffee hour/chat” where folks can interact with NOSB members to ask questions about the Board
 - NOSB videos posted on the NOP website - similar to the videos the NOP staff made for the update at the Spring 2020 NOSB meeting.
- **Additional Items.** The PDS may cancel its August call.
- **The meeting was adjourned**

[Previous PDS Notes](#)

Future Call Schedule (2nd Tuesday 3:00 ET/12:00 PT)

June 9, 2020

July 14, 2020

Consent calendar - Discuss draft document.

August 11, 2020

September 8, 2020

October 13, 2020

November 10, 2020

December 8, 2020

Work agenda

Project	Contact	Status	Discussed Vote	Target Meeting
Consent Calendar	RG		07.14.20	
Review of Policy & Procedure Manual (PPM)	ALL	Revisions/Updates as needed	06.09.20	TBD
Update to member guide	MA	Update as needed		NA

Fall 2020 Milestones	Target dates (tentative)
NOP - Publish FRN, Open public comment	May 21, 2020
NOSB Request for TRs for 2023 sunset materials	Jul 23, 2020
NOP - Draft Fall 2020 NOSB meeting tentative agenda	Aug 1, 2020
NOSB - Fall 2020 proposals due to NOP	Aug 13, 2020
NOP - Post proposals	On or before Sep 2, 2020
Public comment closes	Oct 1, 2020
NOP - Send compiled public comments to NOSB	~Oct 9, 2020
Discuss/finalize work agendas on ES call	Sep 15, 2020
Public comment webinars	Oct 20 & 22, 2020
Fall 2020 NOSB meeting - Cedar Rapids, IA	Oct 27-29, 2020

Note: Subcommittee notes may include preliminary discussions regarding substances considered for addition to or removal from the National List. Proposals must be voted on by the NOSB, to become recommendations to the USDA. They do not represent official National Organic Program (NOP) policy/regulations or NOSB recommendations. Please see the NOP website for official NOP policy, regulations, and status of substances used in organic production and handling.

**National Organic Standards Board (NOSB)
Policy Development Subcommittee (PDS) Notes
Tuesday, June 9, 2020 1:00 pm ET**

Attendees: Rick Greenwood (RG), Chair; Steve Ela (SE); Scott Rice (SR); Jesse Buie (JB)

Absent: None

Staff: Michelle Arsenault (MA)

Agenda

- May 12 notes
- Work agenda suggestions
- Discuss concept of a consent calendar
- Additional Items
- Adjourn

Discussion

- **May 12 notes** were accepted as written.
- **Work agenda suggestions**
 - Consent calendar. Members discussed various aspects of using a consent calendar, which would group items for voting. The lead circulated a link explaining the process that is used by many county and local governments, and the group discussed the pros and cons in relation to the NOSB procedures. The main goal would be to save time. There was mixed support. The PDS will write a brief discussion document to solicit feedback from the community about this idea.
- **Additional Items.** None.
- **The meeting was adjourned**

[Previous PDS Notes](#)

Future Call Schedule (2nd Tuesday 3:00 ET/12:00 PT)

May 12, 2020

June 9, 2020

July 14, 2020

Consent calendar - Discuss draft document.

August 11, 2020

September 8, 2020

October 13, 2020

November 10, 2020

December 8, 2020

Work agenda

Project	Contact	Status	Discussed Vote	Target Meeting
Review of Policy & Procedure Manual (PPM)	ALL	Revisions/Updates as needed	06.09.20 07.14.20	TBD
Update to member guide	MA	Update as needed		NA

Fall 2020 Milestones	Target dates (tentative)
NOP - Publish FRN, Open public comment	May 21, 2020
NOSB Request for TRs for 2023 sunset materials	Jul 23, 2020
NOP - Draft Fall 2020 NOSB meeting tentative agenda	Aug 1, 2020
NOSB - Fall 2020 proposals due to NOP	Aug 13, 2020
NOP - Post proposals	On or before Sep 2, 2020
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**National Organic Standards Board (NOSB)
Policy Development Subcommittee (PDS) Notes
Tuesday, May 12, 2020 1:00 pm ET**

Attendees: Rick Greenwood (RG), Chair; Steve Ela (SE); Scott Rice (SR)

Absent: Jesse Buie (JB)

Staff: Michelle Arsenault (MA)

Agenda

- Work agenda suggestions
- Additional Items
- Adjourn

Discussion

- Work agenda suggestions. The PDS Chair suggested the Subcommittee may want to explore the possibility of using a consent calendar for sunset votes. He noted that many county and state governments use this approach and will supply some sample language to the members. A consent calendar would include a comprehensive list of sunset materials, and members would have the ability to pull items from the list for individual discussion and vote, and the remainder would be voted on as a group. Members discussed the pros and cons and will discuss this again on the next call.
- **Additional Items.** None
- **The meeting was adjourned**

[Previous PDS Notes](#)

Future Call Schedule (2nd Tuesday 3:00 ET/12:00 PT)

May 12, 2020
 June 9, 2020
 July 14, 2020
 August 11, 2020
 September 8, 2020
 October 13, 2020
 November 10, 2020
 December 8, 2020

Work agenda

Project	Contact	Status	Discussed Vote	Target Meeting
Review of Policy & Procedure Manual (PPM)	ALL	Revisions/Updates as needed		TBD
Update to member guide	MA	Update as needed		NA

Fall 2020 Milestones	Target dates (tentative)
NOP - Publish FRN, Open public comment	May 21, 2020
NOSB Request for TRs for 2023 sunset materials	Jul 23, 2020
NOP - Draft Fall 2020 NOSB meeting tentative agenda	Aug 1, 2020
NOSB - Fall 2020 proposals due to NOP	Aug 13, 2020
NOP - Post proposals	On or before Sep 2, 2020
Public comment closes	Oct 2, 2020
NOP - Send compiled public comments to NOSB	~Oct 9, 2020
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**National Organic Standards Board (NOSB)
Policy Development Subcommittee (PDS) Notes
Tuesday, January 14, 2020 1:00 pm ET**

Attendees: Rick Greenwood (RG), Chair; Harriet Behar (HB); Steve Ela (SE); Scott Rice (SR); Ashley Swaffar (AS)

Absent: Tom Chapman (TC), Vice Chair; Jesse Buie (JB)

Staff: Michelle Arsenault (MA)

Agenda

- Review December 10 notes
- Review member guide updates
- Additional Items
- Adjourn

Discussion

- **December 10 notes** were approved as written
- **Review member guide updates.** The Subcommittee reviewed the draft new member guide and made modifications based on suggestions by members. MA will finalize the document and resend it to the PDS members.
- **Additional Items.** The PDS canceled the next meeting.
- **The meeting was adjourned**

[Previous PDS Notes](#)

Future Call Schedule (2nd Tuesday 1:00 ET/10:00 PT)

December 10, 2019

January 14, 2020

February 11, 2020 - cancelled

March 10, 2020

April 14, 2020

May 12, 2020

June 9, 2020

July 14, 2020

August 11, 2020

September 8, 2020

October 13, 2020

November 10, 2020

December 8, 2020

Work agenda

Project	Contact	Status	Discussed Vote	Target Meeting
Review of Policy & Procedure Manual (PPM)	ALL	Revisions/Updates as needed		TBD
Update to member guide	MA/TC	Update as needed	9.10.19 10.08.19 11.12.19 12.10.19 1.14.20	NA

Spring 2020 Milestones	Target dates (tentative)
NOP - Publish FRN, Open public comment	Nov 15, 2019
NOSB - Spring 2020 proposals due to NOP	Feb 20, 2020
New NOSB member training	Feb 25 - 26, 2020
NOP - Draft Spring 2020 NOSB meeting tentative agenda	Mar 2, 2020
NOP - Post proposals	Mar 5, 2020
Public comment closes	Apr 3, 2020
NOP - Send compiled public comments to NOSB	Apr 7, 2020
Public comment webinars	Apr 21 & 23, 2020
Spring 2020 NOSB meeting – Crystal City, VA	Apr 28 - May 1, 2020