

**Olive Oil Authenticity and Quality Expert Panel (CLOSED)**  
**Wednesday–Thursday, January 22-23, 2019**  
**USP-U.S., Rockville, Maryland**

**Meeting Agenda**

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**Goals and Anticipated Outcomes**

- Provide updates on action items from the previous meeting
- Review the proposed revision of the draft Identity Standard for Olive Oil, Refined
- Review the proposed draft Identity Standards for Extra Virgin Olive Oil (EVOO), Virgin Olive Oil (VOO), and other potential standards (including a discussion on including a test to determine the shelf-life of extra virgin olive oils).
- Discuss the potential for a verification program for evaluating commercial olive oils.

**Attendees**

Attendee list provided on the day of the meeting

**Wednesday, January 22, 2020 (Day 1)**

7:30 a.m. *Breakfast at Cambria Hotel Social Circle*

8:30 a.m. *Transportation from Cambria Hotel to USP*

8:45 a.m. *Arrive at USP; Check-in*

- [CLOSED to all observers and government liaisons]**
- 9:00 a.m. **1. Procedural Matters and Standard of Conduct**
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| a. Call Meeting to Order                                 | Dr. Cantrill |
| b. Establish Quorum                                      | Mr. McKenna  |
| c. Conflict of Interest, Confidentiality, Code of Ethics | Dr. Cantrill |
| d. Review of Agenda                                      | All          |
- [END Conflict of Interest session and invite government liaisons]**
- 9:10 a.m. **2. Procedural Matters**
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| a. Welcome                                 | Dr. Cantrill |
| b. Meeting Center Announcements            | Ms. Fletcher |
| c. Introductions of New Staff              | Mr. McKenna  |
| d. Approval of Agenda                      |              |
| e. Approval of Minutes of Previous Meeting |              |
- 9:15 a.m. **3. Review of Action Items from Previous Meeting**
- Members and staff will review action items from the previous meeting and provide updates as needed
- Ms. Clapper
- 9:30 a.m. **4. Revision of Olive Oil, Refined**
- Members will review the proposed revision of the draft Identity Standard for Olive Oil, Refined
- Ms. Clapper
- 10:30 a.m. *Break*

11:00 a.m.	<b>5. EVOO – Determination of Shelf-Life</b> Members will discuss how and whether to include a test in the proposed EVOO Identity Standard to determine shelf-life of extra virgin olive oils.	TBD / All
12:00 p.m.	<i>Lunch</i>	
1:00 p.m.	<b>6. Review of Proposed Identity Standards</b> Members will review the proposed draft standards for EVOO, VOO, and other potential related standards	Ms. Clapper / All
2:30 p.m.	<i>Break</i>	
3:00 p.m.	<b>6. Review of Proposed Identity Standards (cont'd)</b>	Ms. Clapper / All
4:45 p.m.	<i>Adjourn for the Day, Transportation from USP to Cambria Hotel</i>	
5:45 p.m.	<i>Walk from Cambria Hotel to Dinner Location</i>	
6:00 p.m.	<i>Dinner</i>	
<b>Thursday, January 23, 2020 (Day 2)</b>		
7:30 a.m.	<i>Breakfast at Cambria Hotel Social Circle</i>	
8:30 a.m.	<i>Transportation from Cambria Hotel to USP</i>	
8:45 a.m.	<i>Arrive at USP</i>	
9:00 a.m.	<b>6. Review of Proposed Identity Standards (cont'd)</b>	Ms. Clapper / All
10:30 a.m.	<i>Break</i>	
11:00 a.m.	<b>7. Verification Program</b> Members will discuss the potential for a verification program for evaluating commercial olive oils.	TBD
12:00 p.m.	<i>Lunch</i>	
1:00 p.m.	<b>8. Brainstorming/Future activities</b> Members will discuss potential future activities for the Expert Panel's work.	All
1:50 p.m.	<b>9. Next Steps and Action Items</b>	Mr. McKenna
2:00 p.m.	<i>Adjourn</i>	