

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.

## **Policy Development Subcommittee (PDS) Notes** **Tuesday, March 10, 2026 3:00 pm ET**

**Present:** Amanda Felder (AF), Chair; Corie Pierce (CP); Javier Zamora (JZ)

**Absent:** Nate Lewis (NL), Vice Chair; Andrea Hatziyannis (AH)

**Staff:** Michelle Arsenault (MA)

### **Agenda**

- February 10, 2026 notes
- Workload reductions ideas
- Additional Items
- Adjourn

### **Discussion**

- **February 10, 2026 notes** were approved as written.
- **Workload reductions ideas.**

The group discussed challenges and solutions regarding workload and time constraints for Board members, especially small farmers. Members discussed how to make it easier for small farmers to participate, given unique challenges. The PDS Chair emphasized that farmers provide an important voice, and their participation is important.

A member identified a few areas that she found challenging, including finding and formatting documents, and accessing Sharepoint. Another member noted that it would be easier for small farmers if they had assistance writing documents, while they share their ideas and lend their voice to conversations.

The NOP has implemented many ideas over the years to reduce each members' workload including limiting the number of Subcommittees each members sits on, reducing the number of sunsets each member is assigned, reducing the number of "other projects" outside of sunsets and petitions, and adding full time staff to help the Board members with research.

The NOP added that having staff write proposals and reviews for Board members could be seen as having an undue influence, and is not advised. And having an outside assistant write proposals violates an NOSB rule about sharing working documents with people who are not Board members. The group will continue to talk more about this.

- **Additional Items.**
  - The PDS will discuss exit interviews on future call.
  - The NOP keeps track of future PPM updates in the work agenda table below. The PDS will talk more about the next iteration of the PPM and/or member guide.
- **The meeting was adjourned**

### **[Previous PDS Notes](#)**

#### **Future call schedule (2<sup>nd</sup> Tuesday 3:00 PM ET | 12:00 PM PT, except where noted)**

February 10, 2026

March 10, 2026 - may cancel

April 14, 2026

May 12, 2026 - cancel due to NOSB meeting (tentative)

June 9, 2026

July 14, 2026

August 11, 2026  
 September 8, 2026  
 October 13, 2026  
 November 10, 2026  
 December 8, 2026

**Work Agenda**

\*Highlight indicates discussion. \*Highlight indicates action needed. \*Highlight indicates review completion and/or vote.

**Projects**

Project	Contact	Doc Type	Notes*	Scheduled/ status	Target Meeting
Policy & Procedure Manual (PPM) Update: Misc. updates  <ul style="list-style-type: none"> <li>Update link to webpage on pg. 23 (NOP guidance 3011 no longer exists).</li> <li>Criteria for new TR? Age, need, purpose, scope</li> <li>SOPs - inviting speakers to NOSB meetings (G. Misc Procedures page 35)</li> </ul>	NL	Proposal	Revisions/Updates as needed	5.13.25 6.10.25 7.8.25 8.12.25 2.10.26	Spr 2026
Sunset review efficiency (aka consent agenda)	NL	Discussion Document		6.10.25 8.12.25 2.10.26	Spr 2026
Updates to member guide <ul style="list-style-type: none"> <li>Template language for annotation changes</li> <li>Sunset review template</li> </ul>	MA/All	NA	Update as needed. Not posted on website	NA	NA

**Spring 2026 Milestones**

Spring 2026 Milestones	Target dates (tentative)	Weeks PTM (prior to meeting)
NOP - Publish FRN, Open public comment	~Jan 24, 2026	16 -20
NOP - Draft Spring 2026 NOSB meeting tentative agenda	Feb 19, 2026	~ 10
NOSB - Spring 2026 proposals due to NOP	Feb 26, 2026	~ 9
NOP - Post proposals/Open comment period	Mar 16, 2026	7.5
Public comment closes	Apr 16, 2026	3.5
NOP - Send compiled public comments to NOSB	Apr 22, 2026	3
Public comment webinars	May 5 & 7, 2026	1
Spring 2026 NOSB meeting - Omaha, NE (Tentative)	May 12 - 14, 2026	0
Final recommendations due	Jun 14, 2026	30 days post meeting

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**Present:** Amanda Felder (AF), Chair; Nate Lewis (NL), Vice Chair; Andrea Hatziyannis (AH); Corie Pierce (CP); Javier Zamora (JZ)

**Absent:** None

**Staff:** Michelle Arsenault (MA)

### **Agenda**

- December 9, 2025 notes - approved via email 1.8.26
- PPM updates
  - Spring document for posting - as is?
  - Future updates to PPM and Member Guide
    - Update link to webpage on pg. 25 (3011 no longer exists)
    - Criteria for new TR? Age, need, purpose, scope
    - Template for annotation changes
    - Sunset review template - add sentence re: annotation change
    - SOP - inviting speakers to NOSB meetings
- Additional Items
- Adjourn

### **Discussion**

- **December 9, 2025 notes** were approved via email January 8, 2026.
- **PPM updates**
  - The previous version of the PPM proposal (posted in summer 2025 for the Fall meeting) will be posted as is for the Spring 2026 meeting.
  - Future updates:
    - Update link to webpage on pg. 23 (NOP guidance 3011 no longer exists). <https://www.ams.usda.gov/rules-regulations/organic/national-list/filing-petition#NLpetitionGuidelines>
    - Criteria for new TR? Age, need, purpose, scope
    - SOPs - inviting speakers to NOSB meetings (G. Misc Procedures page 35)
- **Member Guide updates**
  - Template language for annotation changes
  - Sunset review template - add sentence re: annotation change
- **Additional Items.**
  - Members discussed ideas about how to make the NOSB workload more equitable among members, and would like to explore ideas about workload management, equitable distribution of work, and resources available to support NOSB members. NOP will circulate the list of changes that have already been implemented.
  - Sunset Review Efficiency document. The lead summarized the history of the project that led to this discussion document. The goal was to make the voting process more efficient in order to recoup time at the meetings so Board members would have more time for robust discussions on other topics. Ultimately the Board concluded that it would not save more time, so it will not move forward with this change.
  - The PDS may cancel the March 10 call.
- **The meeting was adjourned**

[Previous PDS Notes](#)

**Future call schedule (2<sup>nd</sup> Tuesday 3:00 PM ET | 12:00 PM PT, except where noted)**

January 13, 2026 - cancelled. NOSB rescheduled meeting.

February 10, 2026

March 10, 2026 - may cancel

April 14, 2026

May 12, 2026 - cancel due to NOSB meeting (tentative)

June 9, 2026

July 14, 2026

August 11, 2026

September 8, 2026

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November 10, 2026

December 8, 2026

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