

**Microbiology Expert Committee (MEC)
Meeting Summary**

January 16, 2013

1. Roll Call and Minutes:

Patsy Root (vice-chair) called the meeting to order at 8am MT in Denver, CO. Attendance is recorded in Attachment A – there were 8 members present. Associate members present: Brad, Carl Kircher.

This new committee had their first meeting on December 4, 2012. The committee reviewed the minutes. A motion was made by Donna to accept the minutes. The motion was seconded by Carla and unanimously approved.

2. Overview

Patsy reviewed the committee's mission and objectives. This information is included in Attachment B.

Mission statement: Maintain the microbiology part of the TNI standard (Module 5). Provide Standard Interpretations as requested.

Patsy asked members and TNI membership to provide her with any additional topics the committee should be covering.

3. Discussion: Cryptosporidium Meeting on Tuesday, 1-15-13 in Denver, CO

Robin asked for information about the Cryptosporidium meeting yesterday.

Highlights:

- There will continue to be 2 PTs.
- Dwayne asked about PT Providers. Shawn noted that Wisconsin has not applied to be a TNI approved provider. There is a FoPT table that has been developed, but it has not been posted yet.
- Ilona will get a copy of the finalized table to the committee.
- Deb reminded everyone that we are not just talking about the LT2 labs, but also labs that will want to become NELAP accredited.
- There is a waste water parameter aspect of this too. (Recording – 8:26)
- Jack Farrell noted that Module 5 would not necessarily need to be modified to make this work within TNI. The method contains all the QC and PT requirements and the standard requires that the method be followed.

Shawn – Would like to see the committee take a look at how this fits into the current standard. This is something that was noted at yesterday’s meeting too.

Deb noted that the method related to Cryptosporidium has uses the term “must” a lot. There is a requirement in the TNI standard that the lab must follow the method, so this helps with implementation. The labs have to use Module 2 and Module 5. Module 5 is specific to Microbiology work, but Module 2 is the Quality System.

- Robin asked if there is another method that can be used? Deb is not aware of any other methods than 1623 and 1623.1. Dwayne thinks that Florida approves for another method. This would need to be verified.

Gil noted that in order to do 1623 and 1623.1 they needed to be certified for these methods.

Deb – No matter what is in place in NELAC, the states can still be proscriptive in what they put in their state data reporting requirements.

Ilona noted the question about running a blind sample at the time of the assessment. Deb commented that Carrie agreed that this is not a written requirement.

Everyone thought it would be useful to prepare one guide for labs and one for TNI assessors. EPA does have some assessor checklists and Carl Kircher has also shared a checklist.

Need to come up with PT Provider requirements.

Paul Junio checked with Barb from Wisconsin to see if they will be applying to be a PT Provider. He will let the committee know what he finds out.

Dwayne also thought there were additional requirements for analysts. Deb pointed out this is a must in the method so it would be taken care of. This is the type of info that needs to be included in the guide for labs doing this method. (1623 - Section 22 – it is a “should”, so may need to address this. 1623.1 changes the language to “must” in Section 22. EPA Supplement to the Certification Manual also has it in it.)

ACTION: Look at preparing a guide for labs and a guide for assessors.

ACTION: Review TNI standard and look for any issues that would need to be addressed. Does there need to be a separate module? Is the method strong enough to take care of the needs?

ACTION: Look at Volume 3 regarding PTs. PT Provider requirements may need to be addressed. The PT Expert Committee is working on a Working Draft Standard, so this is the time for this to be addressed.

ACTION: Look at analyst experience in Module 2 and Module 5. The language in 1623.1 does have analyst requirements that are a “must” and may make this less critical.

3. TNI Method Codes

Patsy has had some conversations with Dan Hickman. There is a plethora of TNI method codes pointing to same method codes. Dan asked if the method codes could be simplified and still stay within state and TNI requirements. There are 40 codes and Dan would like to get it down to 10.

The committee needs to involve someone from EPA.

Deb is planning to work on this for her state, so she will look at it from this committee’s concerns too. She will send her comments to Robin. This will be a topic at a future meeting.

4. Update to Standard Methods

Deb will forward a memo from Lem Walker to all committee members. There was really no DW in the 2007 update. There were only some minor additions that related to Micro (added the on-line). One of the issues for labs is that EPA has not started using the 22nd Edition yet.

In the new MUR that just came out, there are some sections on essential elements of quality control systems and what goes along with this. This does not apply to microbiology. This why the AOAC document was developed.

It may be worth talking to ELAP about how this relates to 136.3 (136.7??) and micro methods. 136.7 – why would there only be updates to chemistry labs? Perhaps this committee could provide some input. If the agency is going to take on these same types of quality control issues related to microbiology, this committee could provide input. Robin noted that there is information in the Drinking Water Manual, but it was pointed out that much of this is written as a “should”. Patsy would like to provide input to any further Method Update Rules.

5. Action Items

A summary of action items can be found in Attachment C.

The committee needs to start setting expectations and timelines. Priorities need to be set on the next call. PTs will need to be a priority since PT Expert is working on the standard.

6. New Business

- There is a Water Quality Criteria call on January 30th. It is a Webinar. 1-3 EST. Robin will send a link to anyone interested in attending. Implementation of Quantitative PCR for Recreational Water Testing under the BEACH Act. ELAB is looking at this.
- Meetings will be the first Tuesday of every month at 2pm EST. Ilona will provide this information to William so the notification will be up on the TNI website.
- Deb Waller needs to be added to the charter (see Attachment B). Margo Hunt declined the invitation to join the committee. Ilona updated the charter.

7. Next Meeting and Close

The next meeting is scheduled for Tuesday, February 5th at 2pm EST.

A summary of action items and backburner/reminder items can be found in Attachment C and D.

A motion to dismiss the meeting was made by Donna. The motion was seconded by Carla and unanimously approved. The meeting ended at 9:33am MT.

Attachment A
Participants
Microbiology Expert Committee (MEC)

Members	Affiliation	Balance	Contact Information	
Robin Cook (Chair) Present - Phone	City of Daytona Beach EML	Lab	(386)671-8885	cookr@codb.us
Patsy Root (Vice-chair) Present	IDEXX Laboratories, Inc	Other	(207)556-8947	patsy-root@idexx.com
Karla Ziegelmann- Fjeld Present	Microbiologics, Inc	Other		kfjeld@microbiologics.com
Donna Ruokonen Present	Microbac Laboratories, Inc	Lab	(219)769-8378 Ext 110	druokonen@microbac.com
Colin Fricker Absent	Analytical Services, Inc	Lab		colinfricker@aol.com
Deb Waller Present - Phone	NJ DEP	AB	(609)984-7732	debra.waller@dep.state.nj.us
Dwayne Burkholder Present - Phone	Pennsylvania DEP	AB	(717)346-8213	dburkholde@pa.gov
Mary Robinson Present - Phone	Indiana State DOH	AB	(317)921-5523	mrobinson@isdh.in.gov
Elizabeth Turner Present - Phone	North Texas Municipal Water District	Lab	(972)442-5405 Ext 535	eturner@ntmwd.com
Po Chang Absent	Texas Commission on Environmental Quality	AB	(512)239-4876	Po.chang@tceq.texas.gov
Ilona Taunton (Program Administrator) Present	The NELAC Institute	n/a	(828)712-9242	ilona.taunton@nelac-institute.org

Attachment B

COMMITTEE CHARTER

Microbiology Expert Committee - 2013

1. Committee Name: Microbiology Expert Committee	2. Version: 2	3. Date: 1/16/2013
4. Mission Statement: To maintain the microbiology standard (TNI Volume 1, Module 5) based on public input; to provide technical assistance on issues related to microbiology; and, to develop tools that facilitate the implementation of the standard.		
5. Program Administrator: Ilona Taunton		
6. Committee Members: <i>(indicate Chairperson, insert rows as necessary for additional members)</i>	7. Stakeholder Group: <i>(Accreditation body, laboratory, other)</i>	
Robin Cook, Chair	laboratory	
Donna Ruokonen	laboratory	
Patsy Root, Vice-Chair	other	
Elizabeth Turner	laboratory	
Po Chang	AB	
Karla Kiegelmann-Fjeld	other	
Mary Robinson	AB	
Colin Fricker	laboratory	
Dwayne Burkholder	AB	
Deb Waller	AB	
8. Objectives: <i>(insert rows as necessary for additional objectives)</i>		
Review and revise standards based on input from all stakeholder groups		
Ensure that the Standard will produce data of known and documented quality		
Provide technical assistance such as responding to Standard Interpretation Requests (SIRs)		
Provide technical assistance in developing tools to facilitate the implementation of the standard		
Ensure continuity with TNI Volume 1 Modules		

9. Success Measures:

- Improving the Standard, such as by:
 - Increasing the clarity of the intent of the Standard
 - Incorporating advances in technology
- Timely development of standards
- Prompt responses to SIRs

10. Key Milestones: *(significant events and corresponding dates)*

- Forming the Committee to have balanced representation
- Completing the Interim Draft Standard
- Forwarding the Interim Draft Standard to LASEC and the NELAP AC
- Issuing the Final Standard

11. Considerations: *(assumptions/constraints/obstacles/risks)*

Committee members are volunteers; limited funding. Committee will need to be brought up to speed on the historical aspect of the current Module.

12. Available Resources:

- Volunteer committee members
- TNI Infrastructure
- Environmental technical community
- Teleconference services
- Administrative support
- Technical editor support

13. Additional Resources Required:

- Travel funding

14. Anticipated Meeting Schedule:

- Monthly teleconferences
- Face to Face meetings during the semiannual TNI Forums
- Additional teleconferences and/or face-to-face meetings as needed

Attachment C

Action Items – MEC

	Action Item	Who	Expected Completion	Actual Completion
1	Review Method Codes and send comments to Robin for Dan Hickman.	Deb	TBD	
2	Forward memo from Lem Walker regarding updates to all committee members.	Deb	2/5/13	
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