

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

November 28, 2017

1. Roll Call and Minutes:

Robin Cook, Chair, called the meeting to order at 2:30pm Eastern by teleconference. Attendance is recorded in Attachment A – there were 6 members present. Associate Members: Barb Sullivan (Phenova) and Danielle King (Phenova).

The last meeting of the committee was in August. Minutes were reviewed by email.

(Addition: A motion was made by Deb Waller on 10/23/17 to approve the 7/11/17 and 8/7/17 minutes distributed by email. The motion was seconded by Patsy.

Vote:

Deb – For (emailed 10/23/17)

Patsy – For (emailed 10/23/17)

Karla – For (emailed 10/26/17)

Gary – For (emailed 11/1/17)

Jessica – For (emailed 11/1/17)

Elizabeth – For (emailed 11/1/17)

Kasey – For (emailed 11/1/17)

The motion passed.)

2. Membership

Two Labs and One Other will be rotating off the committee in January. A few applications have been received: Lew Denny (Lab and former AB), Michael Blades (Other), and Christabel Montero (Lab) are still interested.

The committee would like another AB.

Jessica has to change her affiliation to Other instead of AB. She is in another section of TCEQ that does not do accreditation.

Robin asked that associate members turn in an application if they are interested in being a voting member.

The committee can add more labs as long as there is no dominance. One group cannot out vote the others.

Need to keep perspective that Lou and Jessica have been ABs, so their input may still have some AB perspective.

3. Method Codes

Dan Hickman asked the committee to look at method codes. There are a lot of them and there is a lot of overlap. For example, there are multiple Standard Editions listed for a number of the methods. Dan wonders if these can be streamlined. Patsy noted that there are states that use older Standard Methods and these entries are still valid. Can these be condensed in any way?

Dwayne noted that PA would prefer a more condensed version. They don't specify edition on their scopes.

Mary noted that they do something similar to PA and do not specify editions on their scopes.

Vanessa does not specify editions either, but commented that some states may want the edition number.

Robin noted that things used to be more specific in method references and in permits, but they are not using that level of detail anymore.

Patsy will put some recommendations together and present them to the NELAP AC by sending a note to Aaren and the Lynn. She will send an example combination for comment.

It was commented that it would be great to combine all versions/editions of Standard Methods. Otherwise you have to update the table every time. Patsy is looking for some way to do this.

It was suggested to look at Kentucky's Scope and see how they handled it with all the different editions of the same method.

Albuquerque – No one is planning to attend. Beginning in the next few months there will be need to prepare training.

Need to start thinking about important things we want to change in the Standard.

4. Action Items

A summary of action items can be found in Attachment B. The action items were reviewed and updated in the table.

5. New Business

- Albuquerque Meeting. At this time, no one is planning to attend since the committee does not have a meeting planned. The committee will start looking at training at the start of the new year.

6. Next Meeting and Close

The next meeting will be held by teleconference on December 12 at 1:30pm Eastern. The committee will look at committee membership and method codes.

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

Robin adjourned the meeting at 3:15 pm Eastern.

Attachment A
Participants
Microbiology Expert Committee (MEC)

Members	Affiliation	Balance	Contact Information	
Robin Cook (Chair) (2019) Present	City of Daytona Beach EML	Lab	(386)671-8885	cookr@codb.us
Patsy Root (Vice-chair) (2019) Present	IDEXX Laboratories, Inc	Other	(207)556-8947	patsy-root@idexx.com
Karla Ziegelmann- Fjeld (2018) Present	Microbiologics, Inc	Other		kfjeld@microbiologics.com
Jessica Hoch (2019*) Absent	TCEQ	AB	512-239-2353	Jessica.hoch@tceq.texas.gov
Deb Waller (2019) Absent	NJ DEP	AB	(609)984-7732	debra.waller@dep.nj.gov
Dwayne Burkholder (2019) Present	Pennsylvania DEP	AB	(717)346-8213	dburkholde@pa.gov
Elizabeth Turner (2018) Absent	North Texas Municipal Water District	Lab	(972)442-5405 Ext 535	eturner@ntmwd.com
Brad Stawick (2019*) Absent	Microbac Laboratories	Lab	412-459-1058	brad.stawick@microbac.com
Kasey Raley (2020*) Present	Eurofins Eaton Analytical, Inc.	Lab	626-386-1141	KaseyRaley@eurofinsUS.com
Vanessa Soto Contreras (2020*) Present	Florida DOH	AB	904-791-1582	Vanessa.SotoContreras@flhealth.gov
Gary Yakub (2020) Absent	Environmental Standards, Inc.	Other	(610)935-5577	gyakub@envstd.com
Ilona Taunton (Program Administrator) Present	The NELAC Institute	n/a	(828)712-9242	Ilona.taunton@nelac-institute.org

Attachment B

Action Items – MEC

	Action Item	Who	Expected Completion	Actual Completion
1	Review Method Codes and send comments to Robin for Dan Hickman.	Deb	TBD	
4	Review Handbook and Method Codes before next meeting.	ALL	5/7/13	Handbook Complete.
19	Provide EPA interpretation on temperature readings to Ilona. She will have it posted on the website.	Robin	1/31/14	
71	Send updated SLH out for vote.	Robin	8/28/17	Complete
72	Send email to Lynn and Aaren about combining method codes.	Patsy	12/10/17	

