

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

**June 11, 2019**

1. Roll Call and Minutes:

Robin Cook, Chair, called the meeting to order at 1:30pm Eastern by teleconference on June 11, 2019. Attendance is recorded in Attachment A – there were 11 members present. Associate Members: Sarah Bortz, Carl Kircher, Deb Waller, Laura Higgins, Dwayne Burkholder and Elisa Snyder.

The March and April meeting minutes were distributed prior to the April meeting, but the vote needed to be completed by email. Robin asked those on the call that did not vote by email to provide their vote (Jessica and Lew voted by email). The motion was unanimously approved. This information was added to the May 14, 2019 meeting minutes.

The May meeting minutes were distributed by email and Robin reviewed them using Webex. A motion was made by Kasey to approve the May 14, 2019 minutes as written. The motion was seconded by Cody. Vote: For – 10 Against – 0 Abstain – Michael (he hasn't received them and is not on Webex). The motion passed.

2. Jacksonville Meeting

Deb will be doing a session talk on the changes to the 2016 Standard in the Micro NEMC Session. Robin will be doing training in California again in October.

The committee is meeting Monday 9-12pm in Jacksonville, FL.

The Committee will need to start thinking about the Standard update. Ilona mentioned that the Committee also talked about discussing method codes in Jacksonville. Kasey would like to talk about method codes if there will be ABs in the room. Robin noted that the Intent to Revise the Standard form can be worked on during the meeting.

Kasey and Robin will work on the Agenda for Jacksonville.

3. Technical Manager

Robin brought the Technical Manager language up on Webex and reviewed the current status.

Robin would prefer not to note specific degrees. The changes made to the document are summarized in Attachment D.

There was discussion on the availability of course work online. It is also important that there be courses that have a lab component too. New Jersey accepts online courses.

It is up to the lab to present their case to an AB if they feel they have an exceptional situation that needs to be reviewed.

Carl noted that he has requested Quality Systems to look at how many labs a Technical Manager can oversee.

Robin will take the information from the call today and make an update to the language that she will send out by email for discussion. The focus will be on ironing out iv and v.

#### 4. Conductivity and Specific Conductance

Robin noted that Standard Methods and the TNI Standard do not say the same thing when discussing Conductivity verse Specific Conductance. The Standard uses Specific Conductance. Robin looked up what the differences are. Carl noted they have different units – conductivity has a distance aspect. He also noted that Wikipedia says they are the same thing. This needs to be further discussed and it needs to be determined if this is something that needs to be updated in the Standard.

#### 5. Action Items

See Attachments B and C for updates to action items.

#### 6. New Business

None.

#### 7. Next Meeting and Close

The next meeting will be held by teleconference on July 9, 2019 at 1:30pm Eastern.

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

Robin adjourned the meeting at 2:02pm Eastern.

**Attachment A**

**Participants  
Microbiology Expert Committee (MEC)**

<b>Members</b>	<b>Affiliation</b>	<b>Balance</b>	<b>Contact Information</b>
Robin Cook (Chair) (2019) <b>Present</b>	City of Daytona Beach EML	Lab	cookr@codb.us
Michael Carpinona (2022*) <b>Present</b>	NJ DEP	AB	Michael.Carpinona@dep.nj.gov
Ron Coss (2022*) <b>Absent</b>	Orange County Sanitation District	Lab	RCoss@OCSD.COM
Cody Danielson (2022*) <b>Present</b>	Oklahoma	AB	Cody.Danielson@deq.ok.gov
Lew Denny (2021*) <b>Absent</b>	Flowers Chemical Laboratories – North	Lab	lewdenny@comcast.net
Jessica Hoch (2019*) <b>Present</b>	TCEQ	Other	Jessica.Hoch@Tceq.Texas.Gov
Lily Giles (2022*) <b>Present</b>	Louisiana	AB	Lily.Giles@LA.GOV
Mary Robinson (2022*) <b>Absent</b>	Indiana	AB	mrobinson@isdh.IN.gov
Michael Blades (2021*) <b>Present</b>	ERA	Other	mblades@eraqc.com
Jody Frymire (2022*) <b>Present</b>	IDEXX	Other	Jody-Frymire@idexx.com
Kasey Raley (Vice-chair) (2020*) <b>Present</b>	Eurofins Eaton Analytical, Inc.	Lab	KaseyRaley@eurofinsUS.com
Vanessa Soto Contreras (2020*) <b>Present</b>	Florida DOH	AB	Vanessa.SotoContreras@flhealth.gov
Gary Yakub (2020) <b>Absent</b>	Environmental Standards, Inc.	Other	gyakub@envstd.com
Enoma Omoregie (2021*) <b>Present</b>	NYCDEP	Other	comoregie@health.nyc.gov
Christabel Monteiro (2021*) <b>Present</b>	ESC	Lab	cmonteiro@esclabsciences.com
Ilona Taunton (Program Administrator) <b>Present</b>	The NELAC Institute	n/a	Ilona.taunton@nelac-institute.org

**Attachment B**

**Action Items – MEC**

	<b>Action Item</b>	<b>Who</b>	<b>Expected Completion</b>	<b>Actual Completion</b>
1	Review Method codes and send comments to Robin for Dan Hickman.	Deb	TBD	
19	Provide EPA interpretation on temperature readings to Ilona. She will have it posted on the website.	Robin	1/31/14	
74	Send questions for ABs regarding method codes to Robin.	ALL	3/15/18	
76	Provide an update on what has been done with the databases after Jennifer's review and internal EPA meetings.	Jennifer	4/10/18	
78	Forward link to PDFs on DW website with rule, method and analyte information.	Jennifer	3/31/18	
81	<i>Addition: Forward response to SIR 331 to Lynn Bradley.</i>	<i>Robin</i>	<i>11/13/18</i>	
83	Send out resumes for all applicants to the committee.	Robin	12/10/18	Send before 1/8/19.
84	Send out copy of Charter.	Robin/Ilona	12/10/18	
87	Contact Pennsylvania, New York and New Jersey about Technical Manager requirements.	Robin	5/14/19	
88	Send SIR 301 response to Lynn Bradley.	Robin	5/14/19	
89	Robin will update the Technical Manager language and send it to the Committee for comment by email. She would like something to present to QS by their 6/10/19 meeting.	Robin All	6/10/19	Still in progress.
90	Prepare Jacksonville Agenda.	Kasey Robin	6/23/19	



# Attachment D.

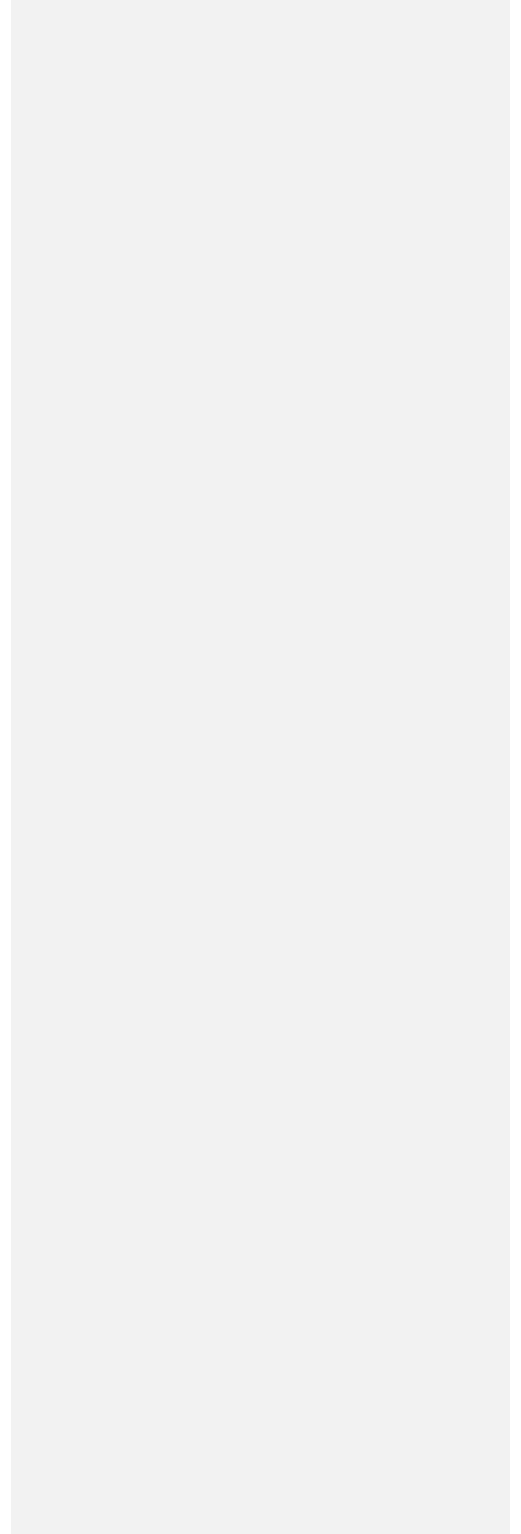
- b) Any technical manager of an accredited environmental laboratory engaged in microbiological/biological analysis shall be a person:
- i. with a bachelor's degree;
  - and
  - ii. with sixteen (16) college semester credit hours of biological science **to include at least one course in general microbiology with a lab component**; and
  - iii. with two (2) or more years of experience in the analysis of **microbiological environmental samples representing the analyses for which the lab seeks and maintains accreditation**.
  - iv. A master's or doctoral degree may be substituted for one (1) year experience.
  - v. 1 year experience working in an environmental laboratory may be substituted for 4 credit hours. Multiple years of substitution shall show increasing level of knowledge in environmental analyses (preparation, instrumentation and/or technology).
  - vi. In lieu of any of the above, the laboratory can petition the primary accrediting body, presenting the candidate's qualifications to document competency.
  - vii.

## NOTES TO THE GROUP:

1. I am struggling with section vii. How do I say that when the method has a more stringent requirement, this standard will not supersede that requirement in a way that makes sense?  
**My suggestion: "Note: When a method includes Technical Manager requirements, the standard does not apply."**  
  
LG Suggestion: "Note: When the standard requirements are less stringent than method requirements, the method requirements shall be used."
2. The std currently has a secondary statement regarding fecal and total coliform, E. coli and standard plate count and accepting an AS/AA with at least 4 hours of micro. I do not want to list the organisms, as this has been a major issue for some with the exclusion of enterococcus. Do we want to keep that idea? **Will reply later.**  
  
LG Response: I agree with not listing organisms  
CRD: I would prefer that we don't list organisms- especially if we are requiring experience. If anything must be listed, it should be technologies, not organisms.
3. I added the highlighted section above as this address our thought regarding the experience needs to be relevant to the accreditation. **Define "parameters" or write either technology, organism, method, or any other word, or a combination of words - If an applicant Tech Mgr knows Membrane Filtration and all the knowledge but the lab he/she applies has P/A, will that disqualify the person? What about asking just for experience in the Micro area?**  
  
LG Suggestion: iii. with two (2) or more years of experience in the environmental analysis of microbiological environmental samples. representing the parameters for which the lab seeks and maintains accreditation.

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- Commented [CR1]: Maybe we don't need this. Section 1.2 SCOPE already says this. Module 5 specifically carries this out. But it is a well-established practice in the community. As such, do we need to muddy the waters further here? ... [2]
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4. If you want to make changes or suggestions, please include the group so that we can all be aware of the discussion. And feel free to make changes in the wording above, just please use track changes so it is clear.



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Page 1: [2] Commented [CR1] Cook, Robin 6/11/19 11:59:00 AM

Maybe we don't need this. Section 1.2 SCOPE already says this. Module 5 specifically carries this out. But it is a well-established practice in the community. As such, do we need to muddy the waters further here?

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