

PTSOP minutes – June 9th, 2017

Attendees:

Nicole Cairns

Shawn Kassner

Stacie Crandall

Reggie Morgan

Gil Dichter

Not Present:

Stacey Fry

Susan Jackson

Meeting was called to order at 1:05 PM (Eastern Time)

Minutes from May 19<sup>th</sup>, 2017. Nicole amended the minutes and a motion was made by Shawn to accept the amended minutes and was 2<sup>nd</sup> by Stacie Crandall. The minutes were approved by the committee.

No one abstained or voted negative.

SOP 4-102 Changes forwarded from Maria (PTPEC) were incorporated (thanks to Nicole). Stacie made a motion to accept the changes and was seconded by Shawn. The changes were approved by the committee. No one abstained or voted negative. Gil will forward the SOP with the changes to Maria.

SOP 4-101:

- Nicole tried twice to contact Carl without any success
- Shawn contacted Bob Shannon- Radiochemistry and will work with us
- Gil emailed Jennifer Best- no response. Gil will try again. He is part of this committee and will review the microbiology
- Stacie working on Toxicity
- Stacie introduce wording in section 6.3 and Nicole editing the document
- Protozoa Section 6.4. Nicole found on the Website under other SOPs information on Protozoa;  $\pm 2$  SD
- Adjournment was recommended for committee to review section 6.1 Chemistry and discussion at the next SOP meeting.

Gil will ask Maria what information she will require from the committee to incorporate into the August TNI meeting in DC

The next meeting will be on July 7<sup>th</sup> from 1-2:30PM Gil will request WEBEX; if not Shawn has ability to do this

Meeting adjourned at 1:40 PM

Respectfully submitted

Gil