

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

January 29, 2019

1. Roll Call and Minutes:

Robin Cook, Chair, called the meeting to order at 8am Central in Milwaukee, WI on January 29, 2019. Attendance is recorded in Attachment A – there were 3 members present.

2. Standard Interpretation Request (SIR) 301

SIR 301 was returned to the Committee for additional review.

The SIR was discussed and regarding samples vs. plates, the group decided it was sample (regardless of # of plates).

3. Technical Manager

Technical manager definition for Micro:

- Tech Manager can be inside or outside consultant (covered under ISO Vendors & Contracts section).
- Agreed to change exemption to (1) apply only to capture labs (2) have 3 levels of requirement that include a combination of education and experience.
- This should be added to the small lab handbook.

4. Method Codes

- Patsy agreed to make a fist run in reducing the method code lines. She got the data from Robin.

5. Action Items

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

6. New Business

None.

7. Next Meeting and Close

The next meeting will be held by teleconference on February 19, 2019 at 1:30pm Eastern.

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

Attachment A

Participants
Microbiology Expert Committee (MEC)

Members	Affiliation	Balance	Contact Information
Robin Cook (Chair) (2019) Present	City of Daytona Beach EML	Lab	cookr@codb.us
Patsy Root (2019) Present	IDEXX Laboratories, Inc	Other	patsy-root@idexx.com
Lew Denny (2021*) Absent	Flowers Chemical Laboratories – North	Lab	lewdenny@comcast.net
Jessica Hoch (2019*) Absent	TCEQ	Other	Jessica.Hoch@Tceq.Texas.Gov
Deb Waller (2019) Present	NJ DEP	AB	debra.waller@dep.nj.gov
Dwayne Burkholder (2019) Absent	Pennsylvania DEP	AB	dburkholde@pa.gov
Michael Blades (2021*) Absent	ERA	Other	mblades@eraqc.com
Brad Stawick (2019*) Absent		Lab	Brad.stawick@stawicklabbmgmt.com
Kasey Raley (Vice-chair) (2020*) Absent	Eurofins Eaton Analytical, Inc.	Lab	KaseyRaley@eurofinsUS.com
Vanessa Soto Contreras (2020*) Absent	Florida DOH	AB	Vanessa.SotoContreras@flhealth.gov
Gary Yakub (2020) Absent	Environmental Standards, Inc.	Other	gyakub@envstd.com
Enoma Omoregie (2021*) Absent	NYCDEP	Other	eomoregie@health.nyc.gov
Christabel Monteiro (2021*) Absent	ESC	Lab	cmonteiro@esclabsciences.com
Ilona Taunton (Program Administrator) Absent Patsy Root took notes.	The NELAC Institute	n/a	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	
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	
85	Send out updated Technical Director Language	Deb	1/8/19 or week before Milwaukee	
86				
87				

