

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

November 9, 2021

1. Roll Call:

Cody, Chair, called the meeting to order at 1:30pm Eastern on November 9, 2021 by teleconference. Attendance is recorded in Attachment A – there were 7 members present. Associates present: Anagha Chitre, Nigel Allison, Robert Royce, Tina Buttermore, Joe Guzman, Chris Fuller, Thekkekalathil Chandrasekhar, Jessica Jensen, Tiffany Carey and Donaciano Cantu.

The October 12th meeting minutes were reviewed on Webex. A motion was made by Jody to accept the October 12, 2021 minutes with a correction in the date of the meeting. Jessica seconded the motion and there was no further discussion. The minutes were unanimously approved.

The Sept 14th meeting minutes were reviewed on Webex. A motion was made by Jody to approve the September 14, 2021 minutes as written. The motion was seconded by Robin and there was no further discussion. The minutes were unanimously approved.

Cody reminded the voting members that they need to be sure to take the Committee Training. Associate members can also take the training.

2. SIR 414

Last month, the following vote was taken:

A motion was made by Jessica to approve Response 2. The motion was seconded by Robin with no further discussion.

Vote:

For – Cody, Jessica, Robin, Vanessa, Elisa, Hunter, Enoma

Against – None

Abstain – Jody (needs more information)

Jody would like to change her vote to For.

(Addition: Cody received an email from Christabel on 11/9/21 with a vote for “For”. The motion passed and Cody will forward it to Lynn Bradley and the LASEC.)

3. Membership

The Committee is still looking for additional members. Cody asked everyone to be on the lookout for potential candidates that are ABs or Others.

The Committee is balanced, but once Cody moves to a lab the balance will not work. Two new non-lab members need to be added at the same time.

4. Comments to Posted DRAFT Standard

Cody reviewed SOP 2-100 to give an overview of the Standard preparation process.

Cody began reviewing comments on the Standard with the Committee. There were some concerns about Comment 1. The suggested rewording makes a lab required to be certified if they are doing the tests in house too.

The Committee decided to work on the comments and review optional language. Once the comments are reviewed and the Committee is sure there aren't comments that should be considered together, the Committee will start voting on the comments to determine if they are persuasive and need new language.

5. Next Meeting and Close

The next meeting is scheduled for December 14, 2021 at 1:30pm Eastern.

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

Cody adjourned the meeting at 3:04 pm Eastern.

Attachment A

**Participants
Microbiology Expert Committee (MEC)**

Members	Affiliation	Balance	Contact Information
Cody Danielson (Chair) (2022*) Present	Oklahoma	AB	Cody.Danielson@deq.ok.gov
Jessica Hoch (2022) Present (Joined 1:47 and voted on minutes.)	TCEQ	Other	Jessica.Hoch@Tceq.Texas.Gov
Lily Giles (2022*) Absent	Louisiana	AB	Lily.Giles@LA.GOV
Mary Robinson (2022*) Present	Indiana	AB	mrobinson@isdh.IN.gov
Robin Cook (Vice Chair) (2024*) Present	City of Daytona Beach, EML	Lab	cookr@codb.us
Ashley Larssen (2024*) Present	KC Water	Lab	ashley.larssen@kcmo.org
Jody Frymire (2022*) Present	IDEXX	Other	Jody-Frymire@idexx.com
Vanessa Soto Contreras (2023) Absent	Florida DOH	AB	Vanessa.SotoContreras@flhealth.gov
Elisa Snyder (2023*) Present	City of Austin – Austin Water Division	Lab	elisa.snyder@austintexas.gov
Hunter Adams (2023*) Absent	City of Wichita Falls – Water Purification	Lab	hunter.adams@wichitafallstx.gov
Enoma Omoregie (2024) Absent	NYC DOHMH	Lab	eomoregie@health.nyc.gov
Christabel Monteiro (2024) Absent	Pace National, Analytical	Lab	christabel.monteiro@pacelabs.com
Patrick Roundhill (2023*) Absent Resigned from Committee	New Leaf Management, LLC	Lab	patrickroundhill@gmail.com
Ilona Taunton (Program Administrator) Present	The NELAC Institute	n/a	Ilona.taunton@nelac-institute.org

Attachment B
Action Items – MEC

	Action Item	Who	Expected Completion	Actual Completion
104	Implementation Guidance for Equilibrium.	Committee	TBD	See note in 5/11/21 minutes.
105	Discuss definition of Lot with Chair of CSDP EC.	Kasey Paul Junio	2/11/21	Started, but ongoing. 7/13/21: Remove
110	Complete Summary of Changes of document for posting on the website.	Cody	7/26/21	
111	Send final copy of DRAFT Standard and Summary of Changes to Ilona for posting.	Cody	7/30/21	
112				

Attachment C

Backburner / Reminders – MEC

	Item	Meeting Reference	Comments
1	Update charter (if needed) in November 2019. Every 5 years.	n/a	Ongoing
2	Review Method codes and send comments to Robin for Dan Hickman.		Moved to back-burner on 6/9/20.
3	Provide an update on what has been done with the method codes and database after Jennifer’s review and internal EPA meetings.		This was moved from the Action Items table. Notes: 6/9/20: Ask Jennifer for a follow-up. 11/9/20 – Not available for a follow-up.