

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

**December 12, 2017**

1. Roll Call and Minutes:

Robin Cook, Chair, called the meeting to order at 1:30pm Eastern by teleconference. Attendance is recorded in Attachment A – there were 4 members present. Associate Members: Mary Robinson and Carl Kircher.

The November meeting minutes will be reviewed by email since there were only 4 members on the call. The spelling of Lew's name will be corrected.

2. Membership

Robin distributed information on 4 member candidates: Lew Denny (Lab), Michael Blades (Other), Enoma Omoregie (Other), and Christabel Monteiro (Lab).

The members stepping off are Elizabeth (Lab) and Karla (Other).

Enoma is now with the Department of Health and Human Services in New York City. He is an Other instead of a Lab as noted on the spreadsheet Robin sent. Lew is the technical director for a lab in Florida and used to be an AB. Christabel was recommended by Bob Wyeth.

Robin has spoken with all 4 candidates and all are interested in being on the committee. She spoke with other people who had also applied, but they are not able to join the committee at this time. She also sent a message to associate members to encourage them to apply.

Voting and final discussion was saved for the end of the meeting and the associate members were asked to step off the call for voting and further discussion on potential members.

A motion was made to accept the slate of 4 candidates by Patsy. The motion was seconded by Jessica. Vote:

Robin - For  
Patsy - For  
Jessica - For  
Dwayne – For

The vote will be completed by email. Votes will be accepted through 12/20/17.

*(Addition: Email votes included:  
Deb - For (email: 12/12/17)  
Kasey - For (email: 12/15/17)  
Karla - For (email: 12/18/17)  
Vanessa - For (email: 12/20/17)*

*The motion was approved and the new members will be forwarded to CSDP for confirmation.)*

### 3. Method Codes

Patsy reached out to the NELAP AC. A before and after examples combining method codes were sent to Aaren and Lynn. There was some discussion at the last AC meeting. The examples sent could not be agreed upon and the AC could not offer a recommendation that would work. They will discuss it in Albuquerque to find a solution and Robin will attend this meeting (Wednesday, 10:30-12pm Mountain).

### 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

Presentation – The slide for the presentation on Monday morning needs to be prepared. Robin will send it out by email and it will be reviewed by email or at the next meeting.

### 6. Next Meeting and Close

The next meeting will be held by teleconference on January 9 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 2:06 pm 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	(386)671-8885	<a href="mailto:cookr@codb.us">cookr@codb.us</a>
Patsy Root (Vice-chair) (2019) <b>Present</b>	IDEXX Laboratories, Inc	Other	(207)556-8947	<a href="mailto:patsy-root@idexx.com">patsy-root@idexx.com</a>
Karla Ziegelmann- Fjeld (2018) <b>Absent</b>	Microbiologics, Inc	Other		<a href="mailto:kfjeld@microbiologics.com">kfjeld@microbiologics.com</a>
Jessica Hoch (2019*) <b>Present</b>	TCEQ	AB	512-239-2353	<a href="mailto:Jessica.hoch@tceq.texas.gov">Jessica.hoch@tceq.texas.gov</a>
Deb Waller (2019) <b>Absent</b>	NJ DEP	AB	(609)984-7732	<a href="mailto:debra.waller@dep.nj.gov">debra.waller@dep.nj.gov</a>
Dwayne Burkholder (2019) <b>Present</b>	Pennsylvania DEP	AB	(717)346-8213	<a href="mailto:dburkholde@pa.gov">dburkholde@pa.gov</a>
Elizabeth Turner (2018) <b>Absent</b>	North Texas Municipal Water District	Lab	(972)442-5405 Ext 535	<a href="mailto:eturner@ntmwd.com">eturner@ntmwd.com</a>
Brad Stawick (2019*) <b>Absent</b>	Microbac Laboratories	Lab	412-459-1058	<a href="mailto:brad.stawick@microbac.com">brad.stawick@microbac.com</a>
Kasey Raley (2020*) <b>Absent</b>	Eurofins Eaton Analytical, Inc.	Lab	626-386-1141	<a href="mailto:KaseyRaley@eurofinsUS.com">KaseyRaley@eurofinsUS.com</a>
Vanessa Soto Contreras (2020*) <b>Absent</b>	Florida DOH	AB	904-791-1582	<a href="mailto:Vanessa.SotoContreras@flhealth.gov">Vanessa.SotoContreras@flhealth.gov</a>
Gary Yakub (2020) <b>Absent</b>	Environmental Standards, Inc.	Other	(610)935-5577	<a href="mailto:gyakub@envstd.com">gyakub@envstd.com</a>
Ilona Taunton (Program Administrator) <b>Present</b>	The NELAC Institute	n/a	(828)712-9242	<a href="mailto:Ilona.taunton@nelac-institute.org">Ilona.taunton@nelac-institute.org</a>

**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	
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	
72	Send email to Lynn and Aaren about combining method codes.	Patsy	12/10/17	Complete
73	Attend NELAP AC Meeting in Albuquerque to discuss combining method codes. (Wed 10:30-12)	Robin	1/24/18	

