

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

February 19, 2019

1. Roll Call and Minutes:

Robin Cook, Chair, called the meeting to order at 2:15pm Eastern by teleconference on February 19, 2019. Attendance is recorded in Attachment A – there were 7 members present. Associate Members: Cody Danielson, Mary Robinson, Jody Frymire, Elisa Snyder and Hunter Adams.

2. Standard Interpretation Request (SIR) 301

SIR 301 was returned to the Committee for additional review. This review was started in Milwaukee. Patsy provided an over view of that discussion: The question was about how often to do a method blank - every 10 samples. It was asked to define what a sample is – is it a sample or every 10 plates. The group in Milwaukee decided it should be per sample and not number of plates.

SIR 301 Question: The micro standard discusses a method blanks to be performed every (10) samples. My question is what denotes a sample? My example is SM9222D that for each client's sample we will probably perform 3 dilutions - but the sample is the same. So would it be required to do a blank every 10 plates or every 10 job #s/samples?

The original response was: The requirement of the standard is to perform a blank at least every 10 plates. The NELAP AC commented that this changes the Standard because the Committee stated “plates”.

Also ... it is 10 samples per funnel set-up. Robin will be sure to address this in the response.

Robin will send a DRAFT response for everyone’s review by email.

*(Addition: Robin distributed the following language by email on 2-20-19:
The requirement for blanks is every 10 samples. There is no intent to do a blank in the middle of dilution series associated with a single sample. However, this requirement applies to each funnel set up.)*

3. Method Codes

Patsy Root completed a DRAFT listing of the TNI Microbiology Method Codes that reduces the number of codes and generalizes the method code descriptions (the details are in the method SOP). She removed 318 codes.

Robin will distribute this information to everyone by email, but shared it on screen using Webex. The table goes to 87 and then the other tab is what Patsy removed. The NELAP AC asked that something be sent to them and then they can give comment.

Patsy removed the version number from the Standard Method references. Editions were removed in Column C. Each one of the methods is in the table, but differentiation of whether you are doing pour plate or Quanti-Tray or whatever, would be in the laboratory SOP. The NELAP AC had said they would be OK if the media references were removed. The edition of Standard Method used would also be in the SOP.

Assessors would have a copy of the SOP when they do their assessments. Vanessa noted that Florida has not been using the version numbers. Mary Robinson said the same for Indiana.

Vanessa noted that EPA would want the states to list the methods as they are listed in the CFR.

The CFR has the method and lists what is acceptable. The assumption is that the lab would be using the correct method and the assessor confirms this during the assessment.

The TNI generated method codes don't need version numbers. The methods are the same - only the QC may have changes between the versions. This doesn't affect PT tracking and reporting ... which is what the TNI method codes are used for. Vanessa and Mary Robinson think this works. There have been statements from other ABs that they need the version numbers.

Patsy put this together after the meeting in Milwaukee. It is based on the discussion in Milwaukee and the need to have a starting point to get comments on. Robin asked that the Committee review the document and send comments. The next step will be to send it to the NELAP AC for comment after any final tweaks are made after Committee comment. This will be a topic on the March meeting agenda.

4. California Training

Robin was invited to California to do a Microbiology training that occurred last week. It went well. Valerie Slaven spoke about the Chemistry Module and Michelle Wade discussed the Quality Systems Module. There are still a lot of questions.

5. Standard Update

Robin asked the group to start thinking about what should be changed in the 2016 Microbiology Standard. Start sending suggested changes by email and Robin will start keeping a list. The Committee will begin looking at these before the end of the year.

6. Membership

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

Robin sent out the slate of new candidates previously discussed and the committee will complete the vote by email.

(Addition:

A motion was made by Enoma by email on 2-19-19 to add the following slate of applicants to the Microbiology Expert Committee:

Michael Carpinona – AB

Lily Giles – AB

Mary Robinson (past committee member) - AB

Jody Frymire – Other

Ron Coss – Lab

Cody Danielson – Lab

The motion was seconded by Mike Blades by email on 2-19-19.

Vote:

Patsy – For (2-19-19)

Christabel – For (2-19-19)

Lew – For (2-19-19)

Vanessa – For (2-20-19)

Dwayne – For (2-21-19)

Jessica – For (3-11-19)

Robin – For (3-11-19)

Deb – For (3-11-19)

Mike – For (3-11-19)

Gary – For (3-11-19)

The motion passed. Ilona will forward the list to the CSDP Executive Committee Chair for approval.)

7. Action Items

None.

8. New Business

Robin noted that until the new members are officially voted onto the committee, the old membership is still in place.

9. Next Meeting and Close

The next meeting will be held by teleconference on March 12, 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 2:53pm Eastern. (Motion: Dwayne Second: Vanessa Unanimously approved.)

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) Absent | NJ DEP | AB | debra.waller@dep.nj.gov |
| Dwayne Burkholder (2019) Present | Pennsylvania DEP | AB | dburkholde@pa.gov |
| Michael Blades (2021*) Present | 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*) Present | Florida DOH | AB | Vanessa.SotoContreras@flhealth.gov |
| Gary Yakub (2020) Absent | Environmental Standards, Inc. | Other | gyakub@envstd.com |
| Enoma Omoregie (2021*) Present | NYCDEP | Other | eomoregie@health.nyc.gov |
| Christabel Monteiro (2021*) Present | ESC | Lab | cmonteiro@esclabsciences.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 |
|----|---|--------------|---------------------------------|--------------------------|
| 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 | | | | |

