

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

February 9, 2021

1. Roll Call:

Kasey, Chair, called the meeting to order at 1:30pm Eastern on January 12, 2021 by teleconference. Attendance is recorded in Attachment A – there were 12 members present. Associate: Carl Kircher, Jessica Jensen, Amy Hackman, Chris Fuller, Debbie Bond, Donaciano Cantu, Joe Guzman, Mike Blades, Nigel Allison, Patrick, Stephanie Atkins, Sviatlana Haubner, Tania Chiem, Tiffany Carey, and Tina Buttermore.

The two January sets of minutes were distributed by email for review. A motion was made by Robin to approve the January 12, 2021 and January 26, 2021 (Virtual Conference) minutes as written. The motion was second by Cody and unanimously approved. The minutes will be posted on the TNI website.

Kasey asked that Committee members let her know if they have taken the recorded Committee training. Ilona noted that the new training may be available in the next month.

Kasey reviewed the agenda for the meeting and no changes were made.

2. Charter

Robin provided some initial comments by email on the Charter, so Kasey used this version to share with the Committee on Webex.

The voting table is not necessary to use. There is an updated TNI Voting SOP the Committee may want to refer to that should be final late February. Ilona will pass this along so it can be updated before the next meeting.

Maybe add something about documentation to Objective 3 of the strategic plan. Ilona will look into some wording for the Committee to consider.

Reviewed 2021 goals and the strategic plan to ensure there is not anything else that needs to be added.

The Committee will try to finalize this document next month.

3. Standards Development

- Jody suggested a change to 1.7.3.1. Kasey read through the email from Jody (sent 2/5/21):

I've been thinking about our last micro committee discussion and the discussion during TNI virtual conference – regarding the feedback around section 1.7.3.1 Quality and Sterility of Standards, Reagents, Materials, and Media, I'd like to propose some language changes based on the feedback/discussions. Please feel free to share this with the other committee members as I don't have everyone's email.

Here is my suggested language:

1.7.3.1 Quality and Sterility of Standards, Reagents, Materials, and Media

The laboratory ~~performing the sample analysis of use, except where specified,~~ shall ~~determine to either: (1) demonstrate perform~~ and document that the quality of the reagents and media used is appropriate for the analytical method test concerned including, but not limited to, test conditions and incubation times ~~or (2) accept the quality and sterility testing results from another, equally certified laboratory by using a laboratory-specific, documented, risk-based assessment.~~

Additionally, with the above revisions, the following sentence would be removed from 1.7.3.1.d.ii:

The laboratory shall monitor the quality of the water for disinfectant residual, conductivity, total organic carbon, and heterotrophic bacteria plate count monthly (when in use), when maintenance is performed on the water treatment system, or at startup after a period of disuse longer than one month. ~~Analysis may be performed by another certified laboratory.~~

For a larger discussion, my rationale for these revisions include:

- Laboratories become responsible for determining their own risk – the risk based approach aligns with the current ISO 17025
- Risk assessments could be included in the small lab handbook?
- Risk assessment can cover evaluating shipping mishaps or determining when retesting materials would need to occur

Kasey commented that there is still an issue of not knowing if there are any shipping mishaps that affect the supplies.

Robin – we can never capture every permutation of how this can play out. What needs to not be grey? What lines need to be drawn? Robin liked the first part of Jody's edit, but the second part opens the door to accepting manufacturer certificates. Not sure this would be widely acceptable.

Jessica H. – it opens the door to accept certificates for everything. Most labs will jump on this if it is possible. This could be a problem.

Jessica J – They will not be taking risks. They are not a commercial lab and public health is critical. Jessica H. agreed.

Iлона went back to the SIR that put this on the table and read the response to the Committee. She asked if it is the intent of the Committee to change this response. Does the Committee no longer think it has to be done at final location of use?

The Committee needs to decide what they think is the best practice. The lab using it should be doing the sterility check.

Robin - Also likes what Jody suggested minus the second part. Or use the change made at the last meeting.

Jessica J – Both communicate the same thing. Add some of Jody's edit into where we are right now.

The laboratory performing the sample analysis, except where specified, shall perform and document the quality of the reagents and media used as appropriate for the analytical method.

What about QC testing of media? Can that be done off-site. Robin thinks this covers it since it is the preamble to that section.

- Add Section 1.7.3.1.d.ii. to the exception language.

1.7.3.6 a and b probably need to be moved to 1.7.31.

Kasey asked about intro part to 1.7.3.1. Work on arrangement of different sections next month. Robin volunteered to make the first attempt at moving things around.

4. Action Items

See Attachments B and C for updates to action items.

5. New Business

None.

6. Next Meeting and Close

The next regular teleconference will be on March 9, 2021 at 1:30pm Eastern.

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

Kasey adjourned the meeting at 2:56 pm Eastern. (Motion: Robin Second: Patrick Unanimous approval.)

Attachment A

**Participants
Microbiology Expert Committee (MEC)**

Members	Affiliation	Balance	Contact Information
Kasey Raley (Chair) (2023) Present	Eurofins Eaton Analytical, Inc.	Lab	Kasey.Raley@pacelabs.com
Michael Carpinona (2022*) Absent	NJ DEP	AB	Michael.Carpinona@dep.nj.gov
Cody Danielson (Vice-Chair). (2022*) Present	Oklahoma	AB	Cody.Danielson@deq.ok.gov
Jessica Hoch (2022) Present	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 (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*) Present	City of Wichita Falls – Water Purification	Lab	hunter.adams@wichitafallstx.gov
Enoma Omoregie (2024) Present	NYCDEP	Other	eomoregie@health.nyc.gov
Christabel Monteiro (2024) Present	ESC	Lab	Christabel.Monteiro@pacelabs.com
Patrick Roundhill (2023*) Present – 1:43pm	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
76	Provide an update on what has been done with the method codes and database after Jennifer's review and internal EPA meetings.	Jennifer	4/10/18	6/9/20: Ask Jennifer for a follow-up. 11/9/20 – Not available for a follow-up. 1/12/20 – update – Complete Leave on Backburner/Reminder list.
104	Implementation Guidance for Equilibrium.	Committee	TBD	
105	Discuss definition of Lot with Chair of CSDP EC.	Kasey Paul Junio	2/11/21	Started, but ongoing.
106	Send new membership information to the CSDP EC Chair for approval.	Ilona Kasey	2/11/21	Complete
107	Move sections of Standard into new places.	Robin	3/8/21	

