

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

June 13, 2017

1. Roll Call and Minutes:

Robin Cook, Chair, called the meeting to order at 1:30pm Eastern by teleconference on June 13, 2017. Attendance is recorded in Attachment A – there were 5 members present. Associate Members: Carl Kircher.

There was no meeting in May.

The April minutes were reviewed by email. A motion was made by Patsy and seconded by Kasey to approve the April 11, 2017 minutes as written. The motion was unanimously approved by the committee members on the call and the vote will be completed by email. *(Addition: The vote was not completed and will be completed during the July meeting.)*

2. Standard Checklist

Robin pulled up the checklist using Webex and made updates to the Checklist (Rows 43, 69, 70, 71, 78 and 81).

Robin had originally asked for a motion to accept the checklist by email and there was a motion made by Deb, but there was no second. The motion is void.

Robin sent a final copy of the Checklist after the edits above to committee members while on the call today and asked for a motion. A motion was made by Kasey to approve the final version of the checklist Robin sent during the call on 6/13/17. The motion was seconded by Patsy and the vote will be completed by email.

(Addition: There were insufficient votes received by email. The vote will be re-started at the next meeting in July.)

3. Washington, DC meeting.

Robin asked who will be attending the meeting in DC in August. Kasey, Patsy and Robin confirmed they will be there. The meeting agenda will include:

Q&A /Feedback
Present Standard Checklist

Ilona noted that the PT Program Expert Committee (PTPEC) may need some help comparing FoPT tables and LAMS analyte codes. Ilona will check on this and let the subcommittee working on this know that this committee is available for help.

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

None.

6. Next Meeting and Close

The next meeting will be held on July 11, 2017 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 2:09 pm Eastern.

Attachment A
Participants
Microbiology Expert Committee (MEC)

Members	Affiliation	Balance	Contact Information	
Robin Cook (Chair) (2019) Present	City of Daytona Beach EML	Lab	(386)671-8885	cookr@codb.us
Patsy Root (Vice-chair) (2019) Present	IDEXX Laboratories, Inc	Other	(207)556-8947	patsy-root@idexx.com
Karla Ziegelmann- Fjeld (2018) Present	Microbiologics, Inc	Other		kfjeld@microbiologics.com
Jessica Hoch (2019*) Absent	TCEQ	AB	512-239-2353	Jessica.hoch@tceq.texas.gov
Deb Waller (2019) Absent	NJ DEP	AB	(609)984-7732	debra.waller@dep.nj.gov
Dwayne Burkholder (2019) Absent	Pennsylvania DEP	AB	(717)346-8213	dburkholde@pa.gov
Mary Robinson (2017) Absent	Indiana State DOH	AB	(317)921-5523	mrobinson@isdh.in.gov
Elizabeth Turner (2018) Absent	North Texas Municipal Water District	Lab	(972)442-5405 Ext 535	eturner@ntmwd.com
Brad Stawick (2019*) Present	Microbac Laboratories	Lab	412-459-1058	brad.stawick@microbac.com
Kasey Raley (2020*) Present	Eurofins Eaton Analytical, Inc.	Lab	626-386-1141	KaseyRaley@eurofinsUS.com
Vanessa Soto Contreras (2020*) Absent	Florida DOH	AB	904-791-1582	Vanessa.SotoContreras@flhealth.gov
Gary Yakub (2020) Absent	Environmental Standards, Inc.	Other	(610)935-5577	gyakub@envstd.com
Ilona Taunton (Program Administrator) Present	The NELAC Institute	n/a	(828)712-9242	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	
4	Review Handbook and Method Codes before next meeting.	ALL	5/7/13	Handbook Complete.
12	Research possible effects of using bromine and whether it needs to somehow be included in the standard. Does not look like it.	Deb	November 2013 Meeting	Complete. Standard updated as appropriate. Changed to disinfectant.
19	Provide EPA interpretation on temperature readings to Ilona. She will have it posted on the website.	Robin	1/31/14	
55	Ask Carl Kircher to prepare a table to list positive and negative organisms for specific tests.	Robin	12/31/15	Got it and included in SLH. Complete
66	Update copy of 2009 Checklist to 2016 as assigned.	All	4/7/17	Still missing some sections. Complete
67	Update Charter format and send to CSDP.	Ilona	5/1/17	Complete
68	Review Checklist and send comments to Robin.	All	5/8/17	Complete
69	Complete Standard Checklist vote by email.	Robin	6/27/17	
70				
71				

