

Microbiology Expert Committee (MEC) Meeting Summary

May 9, 2023

1. Roll Call:

Cody, Chair, called the meeting to order at 1:30pm Eastern on May 9, 2023, by teleconference. Attendance is recorded in Attachment A – there were 8 members present initially, 10 as the meeting continued. Associates present: Michael Allison, Jennifer Best, Tina Buttermore, Thekkekalathil Chandrasekhar, Anagha Chitre, Bryan Disch, Joe Guzman, Corey Kenny, Deanna Kiska, Regina Klepikow, and David Lo.

Meeting minutes will be approved through email.

2. Status of Response to Comments on DS

The Committee is waiting to see if any comments have been made on the decisions made by the committee. This hasn't been posted yet that the Chair has seen, but we are in a holding pattern to see if there are any responses needed.

Once the timeframe is over, then we will be able to vote on Module 5 to get it posted for the entire organization to review/comment.

3. Status of Understanding Micro Training Series

The first session was squeezed into four hours but could have gone longer. Dozens of people, plus a couple of groups, registered. The turnout was great and included some great questions. There was a slight recording glitch that will result in a 15-minute portion being re-recorded. Session 2 is nearly done and will be presented in a few weeks. Sessions 3 through 5 are being worked on as well. Eventually, they will be released, one per month, and all recorded so that they can be purchased/viewed at the participant's leisure.

4. Implementation Guidance on Temperature Distribution

Cody shared a draft of the document just prior to the meeting and sought feedback from the Committee. A comment was made that the Committee had talked about using Standard Methods language requiring the 4 corners of the unit and the middle shelf, but it seems to read 4 corners and the middle of each shelf. Cody may have misinterpreted what was said, and thought the Committee wanted best case scenario. The very least would be top and bottom shelf. What do others recall or prefer? Other documents say this should be based on size (two cubic meters or less would require the top and bottom shelf four corners and one in the middle, for a total of nine sensors; two to twenty cubic meters require 15 sensors). Should we propose that as the minimum? Do we know what other

Standards state? What we put in the Standard is all that can be enforceable (the Committee is leaning toward the size requirements). Do we point out what other resources offer and list them in the document?

Suggested language – The best practice to determine temperature distribution is to place a temperature measuring device in all four corners and the middle of each incubator shelf or water bath. If the unit is less than two cubic meters, nine temperature measuring devices should be used. If the unit is two to 20 cubic meters, 15 temperature measuring devices should be used.

Background on this Guidance Document - The standard requires that the laboratory establish a uniformity of temperature distribution prior to first use after installation or service. Three questions follow from this:

Why does this testing need to be performed?
What are some ways a lab can perform this testing?
What should be done with the information?

These will be divided into three different questions for clarity. Part of this is determining a hot or cold spot, which may mean that a temperature isn't appropriate for the test. Should it just be different from the rest? Does this apply following a change in temperature or if the incubator is moved? Best practice is to qualify at the temperatures at which the unit is used. That was added to the document. Moving the unit is a best practice but not needed as a requirement. A discussion ensued on gabled lids and other issues that are addressed in Standard Methods and how that may or may not be addressed (per Method or other requirements).

Do we call the item of concern a data logger, thermometer, thermocouple, or use all three terms? The consensus was all three terms.

Do temperature monitoring systems allow for using multiple sensors at once? Yes, that's possible.

Does the study need to reflect a working shift, or the full incubation cycle for most tests? This affects those with data loggers differently than those without. At least the duration of the work day seems like a good practice. Could it be 'allow to stabilize overnight'? It needs ample time to come to temperature. This just addresses temperature distribution, not return to equilibrium (that's another issue). 'Coming to temperature' may be common sense and may not need to be stated. Is it just 'allow the thermometer to stabilize'? Stabilize is a better word to use; the document will be updated with that in mind.

What is to be done with this information? Review to determine if all areas maintain appropriate language. If not, service/repair; remove from service; remove shelves from hot or cold spots (or mark areas as not suitable for samples).

This would require an SOP for the procedure to show which options were selected, per Module 2.

5. New Business

None.

6. Next Meeting and Close

The next meeting will be on June 13, 2023 in by teleconference.

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

Cody adjourned the meeting at 2:30 pm Eastern.

Attachment A

Participants
Microbiology Expert Committee (MEC)

Members	Affiliation	Balance	Contact Information
Cody Danielson (Chair) (2025) Present	Oklahoma	Lab	Cody.Danielson@deq.ok.gov
Matt Graves (2025*) Present	ERA	Other	Matt_graves@waters.com
Maria Fayard (2025*) Present	Oregon	AB	maria.j.fayard@oha.oregon.gov
Robin Cook (Vice Chair) (2024*) Present	City of Daytona Beach, EML	Lab	cookr@codb.us
Ashley Larssen (2024*) Present – 2:23pm Eastern	KC Water	Lab	ashley.larssen@kcmo.org
Jody Frymire (2025) Present	IDEXX	Other	Jody-Frymire@idexx.com
Jessica Hoch (2025) Present – joined 1:55 Eastern	TCEQ	Other	Jessica.hoch@tceq.texas.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) Absent	NYC DOHMH	Lab	eomoregie@health.nyc.gov
Christabel Monteiro (2024) Present	Pace National, Analytical	Lab	christabel.monteiro@pacelabs.com
Robert Royce (2025*) Present	New Jersey	AB	Robert.royce@dep.nj.gov
Maria Friedman (2025*) Present - joined 1:45 Eastern	California	AB	qamfriedman@gmail.com
Silky Labie (2025*) Present	ELCAT LLC	Other	elcatllc@centurylink.net
Ilona Taunton (Program Administrator) Absent – Paul Junio prepared.	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. 4/11/23: Working on Temperature Equilibrium
105	Discuss definition of Lot with Chair of CSDP EC.	Kasey Paul Junio	2/11/21	Started, but ongoing. 7/13/21: Remove
112	Develop Understanding Microbiology Course	Cody Committee	TBD	7/12/22: Ready for first class in VA. 5/9/23: Webinar Series has started. 5 Parts.
113	Complete Response to Draft Comments Process	All	Voting is complete.	5/10/22: Voted on Comments: 2, 3, 7, 8, 9 and 10 6/14/22: Voted on Comments 5 and 6. 2/14/23: Final vote on 1, 4 and 11. 4/11/23: Need to post the document.
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Attachment C

Backburner / Reminders – MEC

	Item	Meeting Reference	Comments
1	Update charter (if needed) 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.