

Microbiology Expert Committee (MEC) Meeting Summary

November 19, 2024

I Welcome and Roll Call:

Cody the meeting to order at 13:32 Eastern on November 19, 2024, by teleconference. Attendance is recorded in Attachment A – there were 12 members present. Associates present were Debbie Bond, Blake Brown, Antoine Chamsi, Stacey Chmura, Kai Chung, Kristy Fournier, Jody Frymire, Joe Guzman, David Lo, Deanna Lytle, and Manely Rashedan. Paul Junio attended in the absence of Ilona Taunton as the scribe for minutes.

II Approval of Agenda

Cody asked for approval of the Agenda. Hearing no objections, she declared the agenda approved.

III Continued Discussion on Draft Standard Language

Cody began the meeting with a discussion of the conference meeting notes. She asked if any committee members had suggestions regarding training courses. Hearing none, Cody added if any training suggestions arose, they could be sent to her attention.

Elisa had a question regarding time steps for analysis. If a sample were removed from the incubator at 1745, but that was not the full incubation period, could it go back into the incubator? Paul thought that as long as temperature had been maintained, it should be OK.

Bob asked a question about the change to an ambiguous identifier rather than unique ID. Paul tried to explain the logic using a slide from a previous presentation. Essentially, the standard wrote a how to and we try to avoid telling laboratories how they must comply. The key for this requirement is to be able to identify samples through all steps of analysis and to historically reconstruct them. Debbie pointed out that this also alleviates concerns about new IDs for each separate container that holds a sample.

Cody discussed SIR 488 asking what is the DOC matrix? Silky said it ought to be just the matrix, not the quality systems matrix. Robin suggested the appropriate matrix and that the laboratory should define it. 7.2.2 a will be modified on the basis of this discussion.

Cody commented that Module 4 has removed the requirements for continuing demonstration of capability. She summarized the discussion from Module 4, and brought up the issue that occasional analysts might be of concern. Robin asked if an occasional analyst ran a PT sample or a blind sample, would that suffice? You could also have the occasional analyst perform an initial demonstration of capability if the laboratory so desired. Maria Fayard asked what about an analyst returning to a laboratory position after a period away? Paul thought that would be captured by the IDOC. Bob's preference is to have something required, but that it could be less than doing 4 CRMs. Cody pointed out that 4 CRMs isn't currently required. If we want a CDOC, what is it that we want? Cody will look to have an e-mail discussion on that topic.

Committee Membership will be discussed in advance of the next meeting. *[EDITOR'S NOTE – voting on the one open position was scheduled to close on December 9.]* As the time for the meeting was drawing to a close, the meeting adjourned at 2:58 PM Eastern. The next meeting will be held on Tuesday, December 10 at 1:30PM Eastern.

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

Attachment A - Participants

Microbiology Expert Committee (MEC)

Members	Affiliation	Balance	Contact Information
Hunter Adams 2026 Absent	City of Wichita Falls	Lab	hunter.adams@wichitafallstx.gov
Robin Cook (Vice Chair) 2027 Present	City of Daytona Beach	Lab	cookr@codb.us
Cody Danielson (Chair) 2025 Present		Other	cody.danielson129@gmail.com
Maria Fayard 2026* Present	ORELAP	AB	maria.j.fayard@oha.oregon.gov
Maria Friedman 2025* Present	California ELAP	AB	gamfriedman@gmail.com
Matt Graves 2025* Present	ERA	Other	matt_graves@waters.com
Jessica Hoch 2025 Present	Texas Comm. on Env. Quality	Other	jessica.hoch@tceq.texas.gov
Silky Labie 2026* Present	ELCAT, LLC	Other	elcatllc@centurylink.net
Ashley Larssen 2027 Present	Pace Analytical	Lab	ashley.larssen@pacelabs.com
Elizabeth Lesold 2027* Absent	NYSDOH ELAP	AB	elizabeth.lesold@health.ny.gov
Brian Mercer 2027* Present	City of Plantation	Lab	bmercerc@plantation.org
Patsy Root 2027* Absent	IDEXX	Other	Patsy-Root@IDEXX.com
Bob Royce 2025* Present	New Jersey DEP	AB	Robert.Royce@dep.nj.gov
Tina Shidel 2027* Present	Pace Analytical	Lab	tina.buttermore@pacelabs.com
Elisa Snyder 2026 Present	City of Austin - Austin Water	Lab	elisa.snyder@austintexas.gov
Ilona Taunton Program Administrator Absent	The NELAC Institute	NA	ilona.taunton@nelac-institute.org
Paul Junio TNI Scribe Present	The NELAC Institute	NA	paul.junio@nelac-institute.org

* - eligible to serve another term

Attachment B
Action Items – MEC

	Action Item	Who	Expected Completion	Actual Completion
104	Implementation Guidance for Temperature Distribution and Equilibrium.	Committee	TBD	See note in 5/11/21 minutes. 4/11/23: Working on Temperature Distribution. 7/11/23: Working on Equilibrium; Anticipated January 2024
114	Work on Questions for the Credentialing Exam	Cody		Get to Jerry as soon as possible.
115	Committee motions, minutes, and votes as needed	Cody	Ongoing	Captured in meeting minutes whether in meeting or via email
116	Verify changes made in Module 2 and how they affect Module 5	Cody/Paul	Ongoing	

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 Paul Junio.		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.