

**ISSC Laboratory Methods Review Committee
August 18, 2015 Conference Call
Meeting Report**

Committee Members Present:

Stacey DeGrasse, Richard Burrow, Carol Dorsey, Matthew Forester, Tom Howell, Leonora Porter, Alison Sirois, Wade Rourke, Kathleen Wickman, Andy Haines (for Valerie Wunderly), Linda Chandler, Cheryl Lassiter, Steve Plakas, Jessica Jones, Quay Dortch

Committee Members Absent:

Darcie Couture, Brian Hiatt, Jackie Knue, Gregg Langlois, Linda McFarland, John Schwarz, Arturo Vargas, Dave Wallace, Valerie Wunderly, Joel Hansel, Melissa Evans

Agenda:

1. Roll Call
2. Meeting Minutes from July 2015
3. Meeting Report from July 2015
4. Charges
 - a. Method/Charge Tracker
5. Proposal 13-111
 - a. Request from submitters
6. Pre-Proposal = Proposal 15-114
7. Proposal 13-117
8. Workgroup Updates
 - a. Biotoxins
 - i. PCOX assignments and PSP Checklist 1.6.4
 - b. Checklist
 - c. Method Validation
 - i. Quantitative Methods for Biotoxins
 - d. Engagement
 - i. Survey Update
 - e. Microbiology
 - i. Assignments
9. Upcoming Meetings (3:00-5:00 PM ET)
 - a. September 15
 - b. October 20
10. Other Business

Meeting Discussions/Decisions/Action Items:

Meeting Minutes: The meeting minutes from July 21, 2015 were approved.

Meeting Report: The meeting report from July 21, 2015 was approved.

Charges (Method/Charge Tracker): An LMRC Method Tracker was developed to serve as a living document of methods (and other activities/charges) reviewed by the Committee. **Action item: Stacey will make the suggested edits to the tracker and update it based on this conference call. It will be distributed to the LMRC as an internal tool along with the meeting minutes and report each month.**

Proposal 13-111: Proposal 13-111 submitters contacted the ISSC Executive Office requesting to withdraw the proposal from consideration. Ken asked the LMRC to consider whether there was a need for the proposal and requested a recommendation from the Committee as to the best response. The LMRC agreed that there was a need for this DSP PPIA kit and that the amount of remaining data needed shouldn't be too difficult to address. The LMRC decided to ask Ken to encourage the method submitters to complete the SLV process and offered to facilitate if needed. **Action item: Stacey will inform the ISSC Executive Office of the LMRC's recommendation.**

Proposal 15-114: Proposal 15-114 originated as a pre-proposal expressing the intent of submitting an SLV package on an enumeration method for MSC. The pre-proposal included all of the required information for review and the LMRC agreed that there was a need for this method on the program. The LMRC unanimously voted to recommend that the submitter be invited to submit a full SLV package. Additionally, the LMRC chose Tom Howell to be assigned as the liaison. **Action item: Stacey will inform the ISSC Executive Office of the LMRC's recommendation.**

Proposal 13-117: Proposal 13-117 on laboratory evaluation officers had been reviewed several times by the LMRC and edits were made to clarify sections in the General Provisions. The latest version of the proposal was voted on. The LMRC voted unanimously to recommend to Task Force 1 that Proposal 13-117 be approved. **Action item: Stacey will inform the ISSC Executive Office of the LMRC's recommendation.**

Workgroup Updates:

Biotoxins Workgroup update. The Biotoxins WG has been working on the assignments regarding the two PCOX proposals and the language for the PSP Checklist (1.6.4). More data is anticipated for Proposal 15-109 (PSP PCOX Species Extension); therefore discussion will be on hold until the data are received. Proposal 11-109, the PSP Checklist, was reviewed and discussed. Over the past several months there has been much discussion about the language in section 1.6.4 regarding the 24-hour time period before a sample must be analyzed. The Biotoxins WG prepared alternative language, and the LMRC agreed that the new language addressed the concerns. Proposal 15-108 (PSP PCOX Method Status) was also discussed and voted on. The LMRC voted unanimously to recommend to Task Force 1 that the PSP PCOX Method be Approved for the original species that were included in the original submission package (i.e., blue mussels, soft shell clams, Atlantic sea scallops, and Eastern oysters). **Action item: Stacey will ask the ISSC Executive**

Office for assistance in preparing Proposal 11-109 indicating all of the track changes to the original submission in preparation of voting on this proposal. Stacey will notify the ISSC Executive Office of the LMRC's recommendation on Proposal 15-108.

Checklist Workgroup update. There are no outstanding charges to the Checklist Workgroup at this time.

Method Validation Workgroup update. The form for quantitative marine biotoxin methods submissions has been developed and distributed to the LMRC for review. **Action item: LMRC to review and discuss time-permitting during the next meetings.**

Engagement Workgroup update. Eight states responded and they represented different geographical areas. There are states, however, that have HAB issues and perspectives that we would like to hear from. **Action item: The survey will be updated and a list of email addresses compiled for specific recipients and sent to the ISSC Executive Office to request specific responses from those remaining individuals/states.**

Microbiology Workgroup update: No update at this time. **Action item: Stacey will assign the Microbiology Workgroup the micro proposals for initial review.**

Upcoming Meetings: There are only 2 meetings remaining prior to the ISSC Meeting, yet there are many charges and proposals to review. Stacey asked that everyone try to participate in the remaining calls.

Other Business: A question arose regarding when the methods table would be updated to include the Direct Plating Method for Vibrio. The table updates are made after the conference. While the method does not appear in the current version of the table, the method has already been grandfathered in for use in the program.

There was also a discussion about registration for the ISSC.