

**ISSC Laboratory Methods Review Committee
July 21, 2015 Conference Call
Meeting Report**

Committee Members Present:

Stacey DeGrasse, Richard Burrow, Carol Dorsey, Matthew Forester, Tom Howell, Jackie Knue, Linda McFarland, John Schwarz, Wade Rourke, Linda Chandler, Steve Plakas, Jessica Jones, Quay Dortch

Committee Members Absent:

Darcie Couture, Brian Hiatt, Gregg Langlois, Leonora Porter, Alison Sirois, Arturo Vargas, Dave Wallace, Kathleen Wickman, Valerie Wunderly, Joel Hansel, Cheryl Lassiter, Melissa Evans

Agenda:

1. Roll Call
2. Meeting Minutes from May and June 2015
3. Meeting Report from May and June 2015
4. Procedural Updates
 - a. Committee Name
 - b. Interim Proposals
 - c. Pre-Proposals
 - d. Method Extensions
 - e. Method Table
5. Previous Proposals
 - a. Beacon #13-110
 - b. Neogen #13-113
 - c. PSP Checklist #11-109
 - d. Lab Evaluation Officers #13-117
6. 2015 Proposals
 - a. 4 Vibrio methods (interim proposals) #15-110, 15-111, 15-112, 15-113
 - b. 2 PSP PCOX (extensions) #15-108, 15-109
 - c. Pre-Proposal MSC #15-110
 - d. Laboratory Grade Water
7. Proposed Modifications to MSC Preparation
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. August 18
 - b. September 15
 - c. October 20
10. Other Business

Meeting Discussions/Decisions/Action Items:

Meeting Minutes: The meeting minutes from May and June 2015 were approved.

Meeting Report: The meeting reports from May and June 2015 were approved.

Procedural Updates: Stacey provided updates to the LMRC regarding procedural issues/recommended changes to further improve the work and efficacy of the LMRC.

Previous Proposals: As a means to track the status of each proposal, Stacey gave an update on the status of Proposals #13-110 (Beacon PSP), #13-113 (Neogen DSP), #11-109 (PSP Checklist) and #13-117 (LEO).

2015 Proposals: Stacey gave an update on the new proposals to expect for LMRC review: 4 Vibrio Proposals (#15-110, 15-111, 15-112, and 15-113), 2 PSP PCOX Proposals (#15-108 and 15-109), Pre-Proposal on MSC (#15-114), Lab Grade Water Proposal (#15-101).

Proposed Modifications to MSC Preparation: There was an update regarding improvements to the MSC sample preparation and requested input from the LMRC about the need for the improvement and what would be needed for it to be considered as acceptable.

Workgroup Updates:

Biotoxins Workgroup update. The Biotoxins WG will be working on the assignments regarding the two PCOX proposals and the language for the PSP Checklist (1.6.4).

Action item: The Biotoxins WG will provide their initial review for the 2 new PCOX proposals and the language in the PSP Checklist during the next LMRC call.

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, while also maintaining momentum on the efforts on this task.

Engagement Workgroup update. After inquiry about the survey, it is being distributed to relevant ISSC members with a deadline of August 14. **Action item: Surveys will be reviewed as they are received and the Engagement WG will have a conference call prior to our next LMRC call to organize responses for the next steps.**

Microbiology Workgroup update: No update for the micro WG.

Upcoming Meetings: There are few 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: None