

**ISSC Laboratory Committee
January 17, 2017 Conference Call
Meeting Report**

Committee Members Present:

Stacey DeGrasse, Richard Burrow, Darcie Couture, Matthew Forester, Shelley Lankford, Jill MacLeod, Diane Regan, Wade Rourke, Tom Howell, Joel Hansel, Linda Chandler, Cheryl Lassiter, Quay Dortch, Maggie Broadwater

Committee Members Absent:

Joseph DeCrescenzo, Andy Haines, Linda McFarland, Leonora Porter, Kathleen Wickman, Jessica Jones, Melissa 'Lizzie' Evans

Guest: Johnna Fay

Agenda:

1. Roll Call
2. Meeting Minutes from December 2016
3. Meeting Report from December 2016
4. Method/Proposal Tracker
5. Workgroup Updates
 - a. Biotoxins
 - i. SRT PSP Data
 - ii. SRT ASP Data
 - iii. RBA PSP Data
 - b. Checklist
 - c. Method Validation
 - d. Engagement
 - i. ISSC Webpage
 - ii. HAB ID Course
 - e. Microbiology
 - f. Nssp Portal
 - i. Charges
6. Next Meeting (3:00-5:00 PM ET)
 - a. February 21
7. Other Business

Meeting Discussions/Decisions/Action Items:

The meeting was called to order, followed by roll call.

Meeting Minutes: The Laboratory Committee (LC) meeting minutes from December 2016 were approved.

Meeting Report: The LC meeting report from December 2016 was approved.

Method/Proposal Tracker: The LC discussed the status of the items on the proposal tracker.

Workgroup Updates:

Biotoxins Workgroup. The Laboratory Committee discussed the status of data review for the SRT for ASP and PSP and the RBA for PSP. The draft review/response on the ASP SRT data package was discussed in detail, and recommendations were made for revision. **Action Item: Stacey will revise the response to SRT based on the discussion during this call and will share the revision with the LC for final review and comment.**

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

Method Validation Workgroup. There were no updates at this time.

Engagement Workgroup: There is no update regarding the biotoxin section of the ISSC webpage. Stacey pointed out that the new ISSC webpage has launched and asked that the LC be aware of the new launch and to provide feedback if there is information that is missing in the new webpage or if there are suggestions for further enhancement. Certificates for the upcoming Harmful Algae Identification Course at Bigelow Laboratory for Ocean Sciences were discussed. The LC was reminded that the 9th Symposium on Harmful Algae in the U.S. will be in Baltimore, MD and that prior to the symposium there will be multiple training courses on November 11 and 12. **Action Item: Quay will provide the LC feedback to the Harmful Algae ID course instructors. Quay will send information to Stacey on the training courses associated with the symposium to be sent to the LC.**

Microbiology Workgroup: There are no outstanding charges to this WG at this time.

NSSP Method Portal: The NSSP Method Portal Workgroup was officially formed on December 28, 2016. The workgroup has been charged with compiling all NSSP methods (and/or standard operating procedures as appropriate) for easy access. **Action Item: The workgroup chair will organize the first call through the ISSC Executive Office.**

Next Meeting: The Laboratory Committee calls are held the third Tuesday of each month from 3:00-5:00 PM ET. The next call is scheduled for February 21.

Other Business: There was a discussion about upcoming work with Agilent on an LC triple quadrupole method for biotoxins and the need for a combined standard comprised of synthetic toxins for this work.