

Laboratory Committee

Meeting Minutes

Final

June 21, 2016

In attendance: Stacey DeGrasse, Joseph DeCrescenzo, Matthew Forester, Andy Haines, Gregg Langlois, Shelley Lankford, Wade Rourke, Alison Sirois, Kathleen Wickman, Linda Chandler Quay Dortch, Maggie Broadwater

Absent: Richard Burrow, Darcie Couture, Carol Dorsey, Tom Howell, Linda McFarland, Gabriela Mucino, Leonora Porter, Diane Regan, James Smith, John Tesvich, Joel Hansel, Cheryl Lassiter, Melissa 'Lizzie' Evans, Jessica Jones

Note-taker(s): Stacey

AGENDA

Call Agenda:

1. Roll Call
2. Meeting Minutes from April and May 2016
3. Meeting Report from April and May 2016
4. Method/Proposal Tracker
5. Workgroup (WG) Updates
 - a. Biotoxins
 - i. PCOX Species Extension
 - ii. Queue
 1. DSP-LC Data
 2. JRT PSP Data
 3. RBA PSP Data
 - b. Checklist
 - c. Method Validation
 - i. Biotoxin Qualitative Methods Guidelines
 - ii. Species Extension (cross-cutting Biotoxin Workgroup)
 - d. Engagement
 - i. Biotoxin priorities on ISSC webpage (cross-cutting with Biotoxin Committee)
 - e. Microbiology
6. Next Meeting (3:00-5:00 PM ET)
 - a. July 19
7. Other Business

MEETING NOTES SUMMARY

The meeting was called to order, followed by roll call. There was no quorum; therefore, no voting was conducted. The call focused on discussion of tasks underway.

Meeting Minutes: The LC meeting minutes from May 2016 were discussed.

Meeting Report: The LC meeting reports from May 2016 were discussed.

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

Workgroup Updates:

Biotoxins Workgroup. Wade updated the LC on the last Biotoxins Workgroup call which focused on the AK data for the PSP PCOX extension. The discussion focused on draft response to AK regarding the data submission and what additional information is needed to continue reviewing the proposal. **Action item: The LC will review the draft response and send comments/edits to Stacey. The response will be on the next LC agenda to finalize.**

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

Method Validation Workgroup. There was nothing new to report.

Engagement Workgroup. The biotoxin priorities have been posted on the ISSC webpage. The LC will work with the Biotoxin Committee to develop content for the biotoxins webpage feature.

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

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 July 19.

Other Business: No other business was discussed.