

Laboratory Committee

Meeting Report

August 16th, 2022

In Attendance: Andy Haines, Jennifer McDonald, Dana Dvoracek-Driksna, Matthew Forester, Jill MacLeod, Linda McFarland, Richard Burrow, Mona Hochman, Leanne Flewelling, Jacob Madden, Shannara Lynn, Maggie Broadwater, Stephanie Haynes, Jessica Jones, Sara McGrath, Jonathan Deeds

Absent: Joseph DeCrescenzo, Shelley Lankford, Diane Regan, Wade Rourke, Drew Sheehan, Steve Archer, Joel Hansel, Greg Feister, Johnna Fay, Lizzie Farrell, Gina Olson

Note Takers: Andy, Jennifer

AGENDA

1. Roll Call
2. Meeting Minutes – July 2022
3. Meeting Report – July 2022
4. Followup on Status of New Scotia Rapid Test Kits
5. Subcommittee Reports
 - a. Biotoxin
 - i. LightDeck Update
 - ii. SLV/SOP Plans
 - b. Microbiology
 - i. 15-114 Update
 - ii. SLV/SOP Plans
 - c. Method Validation
 - i. SLV/SOP Plans
 - d. Checklist
 - i. 15-114 Update
 - e. Method Portal
 - f. Engagement
 - g. Lab Evaluation
6. Review of Action Items
7. Other Business
 - a. Update on Biennial Meeting Dates/Location
8. Adjourn

Next Meeting – Tuesday, September 20th, 3:00 – 5:00 p.m. ET

MEETING NOTES SUMMARY

Roll Call:

The meeting was called to order, followed by roll call and a review of the agenda. A quorum was present.

Meeting Minutes:

The meeting minutes are designed for internal use, and contain more detail, names, notes on deliberations, action items, etc. The draft meeting minutes from the July 2022 Laboratory Committee Meeting were reviewed and discussed. A motion to approve the minutes was made, with a second, and the motion carried.

Action Item: LC Chair will remove the watermark, finalize, and distribute to the LC.

Meeting Report:

The meeting report is designed for public use, including potential posting on ISSC website once approved. Names are removed, and the report is typically less detailed than what is included in the minutes. The draft meeting report from the July 2022 Laboratory Committee Meeting was reviewed and discussed. A motion to approve the report as written was made, with a second, and the motion carried.

Action Item: LC Chair will remove the watermark, finalize, and distribute to the LC along with the Executive Office.

Brief Update on Status of New Scotia Rapid Test Kits:

- A review of the original method documents confirmed that there was no mention of a results scanner at that time.
- We will request a set of updated instructions from the new manufacturer that we can compare with the original method to see if the use of a scanner changes anything substantially.

Subcommittee Reports:

Biotoxin Subcommittee

- SLV SOP Project Goals
 - The subcommittee will provide support and feedback to the Method Validation Subcommittee on their SOP development, and will also focus on revamping the website and resources that provide guidance to method developers on how to move forward with biotoxin method submissions.
- LightDeck Preproposal
 - The subcommittee reviewed and provided comment on some recent changes to the protocols and study review plans that the submitter provided.
 - Most notably, they have expanded the working range of the test to half of the action level for both toxins, since this method is intended to serve as a screening method.

Microbiology Subcommittee

- The subcommittee completed review of the SOP submitted in association with 15-114, and is awaiting the checklist subcommittee's review of the associated checklist before finalizing a recommendation on the entire proposal.
- Also discussed the SLV/SOP update project, and decided to first focus on finishing the Platform Extension Guidelines.

Method Validation Subcommittee

- The subcommittee had been working on updating the SLV guidelines for Qualitative Biotoxin Methods, Quantitative Biotoxin Methods, Qualitative Micro Methods, and Quantitative Micro Methods. In particular, the Qualitative and Quantitative Biotoxin drafts were close to complete.
 - Finalizing the Biotoxin drafts will be prioritized first, and then the Microbiology documents.
 - It was suggested that diagrams, flow charts, or other visual graphics to help guide method developers through the validation process might be helpful.
- It was also requested that the LC consider looking into ways to ease the approval process for methods that have already been approved for use by other organizations (i.e. AOAC, the EU, ISO, etc.)

Checklist Subcommittee

- The subcommittee continues to work through the checklist associated with Proposal 15-114. Most comments from committee members have been addressed, and the review is nearly finished, so we hope to wrap up our review and make a recommendation on the checklist at our next meeting. This recommendation will be relayed to the Microbiology Subcommittee so that they can make one overall recommendation on the entire proposal package to the full LC.

Method Portal Subcommittee

- No updates

Engagement Subcommittee

- The freshwater HAB/toxin workgroup is meeting this Thursday to begin work. The full Biotoxin Committee recently met and is nearing completion of their work on Proposal 19-123. 19-124 is next.
- The funding opportunity mentioned at the last meeting should be released in mid-September.

Lab Evaluation Subcommittee

- No updates

Review Action Items:

- LC Chair will finalize the July Meeting Minutes and Meeting Report and will distribute both to the LC and the Executive Office. The LC chair will also draft the August Minutes/Report and distribute for review.
- The LC Chair will reach out to the new manufacturer of the Scotia Rapid Test to see if they have a new set of instructions or SOP that we can compare with the original instructions.
- Subcommittees will continue progress towards SLV/SOP Project goals.

Other Business

- Next Biennial Meeting will be held from March 18th through March 23rd, 2023 at the Baton Rouge Marriott. Additional details are forthcoming.
 - This means that there will likely be a call for proposals around the beginning of October, with a deadline for submission of mid-November, and distribution of proposals to the Conference by mid-December.
 - If the LC has any proposals we would like to submit for consideration at this conference, we likely need to have them ready for full LC review at our October meeting in order to be able to meet the proposal submission deadline.

Adjourn

Next Meeting – Tuesday, September 20th, 3:00 – 5:00 p.m. ET