

Laboratory Committee

Meeting Report

August 17th, 2021

In Attendance: Andy Haines, Jennifer McDonald, Dana Dvoracek-Driksna, Matthew Forester, Shelley Lankford, Jill MacLeod, Diane Regan, Richard Burrow, Mona Hochman, Jacob Madden, Joel Hansel, Shannara Lynn, Cheryl Lassitter, Johnna Fay, Gina Olson, Sara McGrath

Absent: Joseph DeCrescenzo, Linda McFarland, Wade Rourke, Drew Sheehan, Steve Archer, Leanne Flewelling, Maggie Broadwater, Stephanie Haynes, Lizzie Farrell, Jessica Jones, Jonathan Deeds

Guests: Steve Crupi (Alaska), Dawn Celiz (FDA)

Note Takers: Andy, Gina

AGENDA

1. Roll Call
2. Meeting Minutes – June 2021
3. Meeting Report – June 2021
4. Introduce Recent Submission For Proposal 15-114
5. Review of Checklist Subcommittee Recommendation on Proposal 19-136
6. Subcommittee Reports
 - a. Biotoxin
 - b. Microbiology
 - c. Checklist
 - d. Method Validation
 - e. Method Portal
 - f. Engagement
 - g. Lab Evaluation
7. Review of Action Items
8. Other Business
9. Adjourn

Next Meeting – Tuesday, September 21st, 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 June 2021 Laboratory Committee Meeting were reviewed and discussed. A motion to approve the minutes as written with a second was made. 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 June 2021 Laboratory Committee Meeting was reviewed and discussed. A motion to approve the report as written with a second was made. The motion carried.

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

Introduce Recent Submission For Proposal 15-114

- A request was made to move this item to later in the agenda.

Review of Checklist Subcommittee Recommendation on Proposal 19-136:

- Actions on this proposal that were completed at the last LC meeting were reviewed, and discussion was untabled to begin again where the committee left off in June. Additional context for how to consider proposed amendments to this checklist was provided in advance of the discussion beginning.
- A group of amendments were introduced through a single motion, and discussion began with a proposed modification to item 1.4.10(d). After consideration, it was determined that item 2.4.7 was a more appropriate place for this amendment, and the phrase “with a tolerance according to the manufacturers suggestion” was added there.
- After additional discussion on items 2.4.3 and 2.4.4, the review was once again tabled until absent committee members could be available to answer some specific questions that arose from the LC.

Introduce Recent Submission for Proposal 15-114

- The history of this proposal up through the present was introduced before this new submission was assigned to the Microbiology Subcommittee for initial review.

Subcommittee Reports:

Biotoxin Subcommittee

- The subcommittee is continuing to work through the Neogen Reveal 2.0 for DSP preproposal.

Microbiology Subcommittee

- An updated draft of the Platform Extension Guidelines is being circulated amongst subcommittee members for review.

Checklist Subcommittee

- The subcommittee has begun review of proposal 19-140 (updates to the MSC portion of the micro checklist).

Method Validation Subcommittee

- No new updates at this time.

Method Portal

- The domestic lab list on the ISSC website has been updated for 2021.
- Edits to Portal content are being compiled.

Engagement

- No new updates at this time.

Lab Evaluation

- No new updates at this time

Review Action Items:

- LC Chair will finalize the May Meeting Minutes and Meeting Report and will distribute both to the LC and the Executive Office.
- LC Chair will prepare Meeting Minutes and a Meeting Report for the June meeting, and will also update the Tracker and Proposal Status documents to reflect recent activities.
- All Lab Committee members will continue to review proposal 19-136, and come prepared to discuss at the next LC meeting.

Other Business

- No response has been received to the letter sent to the new manufacturer of the Scotia Rapid Test, and options for how to address this lack of response were discussed.

Adjourn

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