

Laboratory Committee

Meeting Report

May 18th, 2021

In Attendance: Andy Haines, Dana Dvoracek-Driksna, Joseph DeCrescenzo, Matthew Forester, Shelley Lankford, Linda McFarland, Diane Regan, Wade Rourke, Richard Burrow, Steve Archer, Leanne Flewelling, Jacob Madden, Joel Hansel, Shannara Lynn, Maggie Broadwater, Cheryl Lassitter, Stephanie Haynes, Johnna Fay, Gina Olson, Jon Deeds, Sara McGrath

Absent: Jennifer McDonald, Jill MacLeod, Drew Sheehan, Mona Hochman, Melissa Farrell, Jessica Jones

Note Takers: Andy, Cheryl, Gina

AGENDA

1. Roll Call
2. Meeting Minutes – April 2021
3. Meeting Report – April 2021
4. Subcommittee Reports
 - a. Biotoxin
 - b. Microbiology
 - c. Checklist
 - d. Method Validation
 - i. Matrix Extension Species Grouping Update
 - e. Method Portal
 - i. Introduce Updated Page (<https://www.issc.org/laboratory-method-references>)
 - f. Engagement
 - g. Lab Evaluation
5. Review of Action Items
6. Other Business
7. Adjourn

Next Meeting – Tuesday, June 22nd, 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. The updated LC roster was discussed, and the revised June meeting date was also noted.

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 April 20th, 2021 Laboratory Committee Meeting were reviewed and discussed. A motion to approve the minutes as written was made, along with a second, and the motion carried.

During the review of the minutes, a follow up on the question regarding the change in manufacturer for the Scotia Rapid Test was discussed. A letter has been sent to the new manufacturer requesting comparison data between the new and old manufacturers, and we are awaiting a reply.

With regard to the draft review for proposal 13-114 that was approved at the last meeting, that letter was mailed to the proposal submitter on April 23rd.

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 April 20th, 2021 Laboratory Committee Meeting was reviewed and discussed. A motion to approve the minutes as written was made, along 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.

Subcommittee Reports:

Biotoxin Subcommittee

- Subcommittee discussed timing of submitting SLVs versus Matrix Extensions, and whether they could be submitted simultaneously.
 - Const., Bylaws, and Procedures – Procedure XV (10) reads “For methods already adopted into the NSSP, consideration of expanding a new method to a new molluscan shellfish...” so matrix extensions cannot be considered until a method has been adopted for use within the program via the standard SLV process.
- Also answered a series of questions on experimental design re Proposal 19-150, and provided responses to submitter/liaison.

- Resumed discussion on the Neogen Reveal 2.0 for DSP preproposal, with a focus on how to apply the SLV requirements to qualitative methods. Several questions were generated and sent to the Method Validation subcommittee for consideration.
- Also discussed how to best mimic toxin profiles in spiked samples. Several subcommittee members offered to provide information on what they see in their regions (as well as potential access to naturally incurred samples, if needed).

Microbiology Subcommittee

- The updated draft of the Platform Extension Guidelines is still under development, but will be circulated for review by the subcommittee in the near future.

Checklist Subcommittee

- The subcommittee completed review of Proposal 19-136 at the last subcommittee meeting. The items that were discussed and revised were summarized, and the subcommittee recommendation that the full LC recommend adoption of this checklist as amended was presented.
- It was also noted that there were certain things that were not able to be addressed during the development of this checklist, such as the use of HPLC versus UPLC for carrying out the method. The ongoing effort to develop “platform extension guidelines” will help to inform the work that needs to be done in order to validate the performance of the method using different equipment versus what the original SLV work was done with.
- The full Lab Committee should review this modified checklist, and come to the June meeting prepared to review and discuss.
- Proposal 19-140 is next on the agenda for subcommittee review.

Method Validation Subcommittee

The Method Validation Subcommittee has completed several draft documents towards the objective of providing a proposal for inclusion of Matrix Category Table(s) in the SLV Method Application Documents. These documents include:

- Draft Matrix Table with all shellfish species regulated in the program, as well as methods approved for each.
- Draft Matrix Category Table categorizing all shellfish species identified thus far and Guidance language associated with table outlining when a matrix extension may be needed.
- Draft justification for groupings of species in the Matrix Category Table to be used as a basis for a proposal draft.
- The subcommittee anticipates finalizing these drafts, as well as draft proposal language, at the next subcommittee meeting. Hopefully, this will then be to the full LC for review in mid-June.

Method Portal

- The method portal page is ready for review and comment (<https://www.issc.org/laboratory-method-references>).

- Several committee members provided suggestions for edits to content or layout, which will each be considered and addressed at the subcommittee meeting tomorrow.

Engagement

- Will be meeting next Friday.

Lab Evaluation

- Working to schedule next meeting.

Review Action Items:

- LC Chair will finalize the April 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 May meeting, and will also update the Tracker and Proposal Status documents to reflect recent activities.
- All Lab Committee members will review the recommendation from the Checklist Subcommittee on Proposal 19-136, and will come prepared to the June meeting to discuss the revised checklist.
- There are likely to be several other finished products emerging from the subcommittees in the coming weeks, so all LC members should be prepared to review those upon receipt.

Other Business

Adjourn

Next Meeting – Tuesday, June 22nd, 3:00 – 5:00 p.m. ET