

**Microbiology Expert Committee (MEC)  
Meeting Summary**

**December 10, 2019**

1. Roll Call:

Robin, Chair, called the meeting to order at 1:30pm Eastern on December 10, 2019 by teleconference. Attendance is recorded in Attachment A – there were 7 members present. Associate: Dwayne Hunt (PA). Elisa Snyder, Karen Consuegra, and Chris Fuller.

The November meeting minutes were distributed by email for review. A motion was made by Cody to approve the November 12, 2019 minutes as written. The motion was seconded by Kasey and all on the call approved the minutes. The motion passed.

The vote was completed on the October meeting minutes:

Additional votes:

Mary – For

Cody - For

Robin asked that Committee members let she and Kasey know if they have taken the recorded Committee training.

2. SIR #301 – Implementation Guidance Document

Robin provided some history on this SIR:

<b>Standard</b>	2009 TNI Standard
<b>Volume and Module (eg. V1M2)</b>	V1M5
<b>Section (eg. C.4.1.7.4)</b>	1.7.3.1 ii
<b>Describe the problem:</b>	The micro standard discusses a method blanks to be performed every (10) samples. My question is what denotes a sample? My example is SM9222D that for each client's sample we will probably perform 3 dilutions - but the sample is the same. So would it be required to do a blank every 10 plates or every 10 job #s/samples?
<b>Committee Comments:</b>	If a lab were using only one filtration set up and running all of the aliquots through it, the "mid" blank is considered a system cleanliness check. As the purpose of the "mid" blank is to check the analyst's technique for carryover or other possible contamination, in this case, "sample" refers to every 10 plates. Any less frequency would constitute increased risk as there would be difficulty determining the last valid point and therefore require invalidation or qualification of multiple client samples.

PROPOSAL FOR ESTABLISHMENT OR MODIFICATION TO TNI STANDARD

Expert Committee or group requesting the establishment or change to the Standard	Microbiology Expert Committee	Proposal Date	__/__/__	CSDEC Approval	__/__/__
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TNI Volume	Module	Sections(s)
1	5	

Nature of the standard to be established or the change to the existing standard proposed:  
 Clarification of various sections and terminology updates. Examples below:  
 1.7.3.1.d.ii Changing 'specific conductance' to 'conductivity' is proposed  
 1.7.3.2.b Clarification of the use of blanks in a filtration series so as to address SIR #301

Justification or need for the standard or the change in the standard:  
 Ensure language in the standard is consistent with the specifications required by the methods. Clarification of procedures to address SIRs  
 To address any potential impact based on ISO 17025:2017 update of Module 2.

How is the proposal an improvement over the existing standard:  
 By correcting the terminology, we reduce the possibility of issues arising from the language not being consistent between the Standard and method requirements.  
 Clarification based on SIRs and responses.

Any potential conflicts developed upon development of the standard or the proposed change to the standard?	No (N)
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Any potential obstacles to implementation by ABs?	No (N)
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Signature of proposal representative

12/10/19
Date

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**Response:**

The requirement of the standard is to perform a blank at least every 10 plates.

Updated Response Approved by Committee April 2019 Meeting:

The requirement is every 10 samples. This would apply to every filter funnel on the manifold if there were more than one being used. There is no intent to do a blank in the middle of a serial dilution series for any given sample as may be the case if it were to be done every 10 plates.

The Committee used information from the original responses to help wordsmith the guidance:

Q: The standard requires that a blank be done every 10 samples. What denotes a sample?

The requirement is every 10 samples. There is no intent to do a blank in the middle of a serial dilution series for any given sample as may be the case if it were to be done every 10 plates. This would apply to every filter funnel on the manifold if there were more than one being used.

Each filtration units on a manifold needs to have its own series of blanks in order to provide information about that manifold. While a method blank is intended to gauge the technique of the analyst, it is also used to determine if contamination takes place. Therefore, when multiple filtration units are used simultaneously in a filtration series, each one would need to be considered.

For example, if a laboratory is using 3 separate filtration units on a 3 filtration unit manifold then a separate beginning, every 10 and end blank is required on all three filtration units used, which would be a total of at least 6 blanks for that filtration series.

Robin sent the wording to everyone by email and asked that they send comments by 12/31/19. This will be further discussed in January for finalization.

### 3. Standard Update

The Committee reviewed the “Proposal for Establishment or Modification to TNI Standard” form. A few updates were made (see Attachment D).

Robin will send to the CSDP EC.

#### 4. Committee Membership

Lew Denny and Ron Coss were removed from the Committee roster due to schedule problems and change in interest. Robin and Kasey will be sending out membership candidate information. A final vote will occur at the January meeting. Committee membership is currently at 13, two members will be rotating off (Robin and Gary), and two members (Kasey and Vanessa) have the option to rotate off or renew for another 3 years.

#### 5. Action Items

See Attachments B and C for updates to action items.

#### 6. New Business

Robin and Ilona will need to complete the Committee internal audit by January 3, 2020.

#### 7. Next Meeting and Close

The next meeting will be held by teleconference on January 14, 2020 at 1:30pm Eastern.

A summary of action items and backburner/reminder items can be found in Attachment B and C.

Robin adjourned the meeting at 2:46pm Eastern.

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12/10/19
Date

**Attachment A**

**Participants  
Microbiology Expert Committee (MEC)**

<b>Members</b>	<b>Affiliation</b>	<b>Balance</b>	<b>Contact Information</b>
Robin Cook (Chair) (2019-extended) <b>Present</b>	City of Daytona Beach EML	Lab	cookr@codb.us
Michael Carpinona (2022*) <b>Absent</b>	NJ DEP	AB	Michael.Carpinona@dep.nj.gov
Cody Danielson (2022*) <b>Present</b>	Oklahoma	AB	Cody.Danielson@deq.ok.gov
Jessica Hoch (2022) <b>Present</b>	TCEQ	Other	Jessica.Hoch@Tceq.Texas.Gov
Lily Giles (2022*) <b>Present</b>	Louisiana	AB	Lily.Giles@LA.GOV
Mary Robinson (2022*) <b>Present</b>	Indiana	AB	mrobinson@isdh.IN.gov
Michael Blades (2021*) <b>Present</b>	ERA	Other	mblades@eraqc.com
Jody Frymire (2022*) <b>Present</b>	IDEXX	Other	Jody-Frymire@idexx.com
Kasey Raley (Vice-chair) (2020*) <b>Present</b>	Eurofins Eaton Analytical, Inc.	Lab	KaseyRaley@eurofinsUS.com
Vanessa Soto Contreras (2020*) <b>Absent</b>	Florida DOH	AB	Vanessa.SotoContreras@flhealth.gov
Gary Yakub (2020) <b>Absent</b>	Environmental Standards, Inc.	Other	gyakub@envstd.com
Enoma Omoregie (2021*) <b>Absent</b>	NYCDEP	Other	eomoregie@health.nyc.gov
Christabel Monteiro (2021*) <b>Present 1:53pm Eastern</b>	ESC	Lab	cmonteiro@esclabsciences.com
Ilona Taunton (Program Administrator) <b>Present</b>	The NELAC Institute	n/a	Ilona.taunton@nelac-institute.org



**Attachment B  
Action Items – MEC**

	<b>Action Item</b>	<b>Who</b>	<b>Expected Completion</b>	<b>Actual Completion</b>
1	Review Method codes and send comments to Robin for Dan Hickman.	Deb	TBD	
19	Provide EPA interpretation on temperature readings to Ilona. She will have it posted on the website.	Robin	1/31/14	
74	Send questions for ABs regarding method codes to Robin.	ALL	3/15/18	
76	Provide an update on what has been done with the databases after Jennifer's review and internal EPA meetings.	Jennifer	4/10/18	
78	Forward link to PDFs on DW website with rule, method and analyte information.	Jennifer	3/31/18	
81	<i>Addition: Forward response to SIR 331 to Lynn Bradley.</i>	<i>Robin</i>	<i>11/13/18</i>	
83	Send out resumes for all applicants to the committee.	Robin	12/10/18	Send before 1/8/19.
84	Send out copy of Charter.	Robin/Ilona	12/10/18	
87	Contact Pennsylvania, New York and New Jersey about Technical Manager requirements.	Robin	5/14/19	
92	Complete Standard Change Form and send to Committee for review at next meeting.	Kasey	10/4/19	10/8/19: Still in progress.
93	Prepare guidance language for SIR 301 and submit to LASEC.	Kasey	11/12/19	10/8/19: Kasey will prepare DRAFT language.
94	Review Committee Member applications.	All	12-10-19	

