

SWGTOX Meeting Minutes – virtual – October 7-8, 2014

Tuesday, October 7, 2014

10 AM: Group convened – led by Rob Middleberg

- This will be the last meeting of SWGTOX, though work will still continue until the OSAC takes over
- Marc LeBeau has been appointed as the chair of the Toxicology Subcommittee
- Rob has submitted information to NIST to allow for the continuation of the work we have started

10:10 AM – 11:40 AM: Discussion of Personnel Documents – changes since public comment – led by Melissa Kennedy and Jeri Roper-Miller

- The background of the documents was discussed
- The current drafts reflect the subcommittee consensus for minimum standards. For some areas the bar was raised from current practice
- There will be a transition phase for personnel that are impacted; some high impact; some lower
- It was decided not to address consultants directly at this time
- The public comments were discussed generally
- There was discussion about educational requirements for toxicologists
- The definition of analyst for the BA document was discussed
- There was discussion of adult education for lab personnel that provide training

11:40 AM – 11:45 AM: Update on QC Document progress – led by Chris Heartsill

- The group has addressed all of the SWG member comments that were submitted on the last draft
- They only have a little left to do
- The group asked for direction as to where to go from here; Rob indicated to carry on; Marc added that at a recent validation workshop the students were very eager for QC guidance so also suggested to continue working
- The document will be reviewed tomorrow

11:45 AM – 11:50 AM: Update on MS Document progress – led by Laurel Farrell

- The MS group will not break out this week as they do not have enough of their members present; they will continue to work after this week, however

- 52 comments were received from 14 commenters during the public comment period
- Laurel also added that the FSSB encourages SWGTOX to continue the work that they have started, and thanked NIST for their support of the all SWG Adobe Connect meeting

11:50 AM – Rob wrapped things up

- Rob emphasized that the SWG documents in progress will be worked on until the new Subcommittee takes over
- Rob also thanked NIST and RTI for their support for the meetings today and tomorrow.

2 PM – 4 PM: Personnel and QC group breakouts

Wednesday, October 8, 2014

10 AM – noon: Personnel and QC group breakouts

1:15 PM – 1:40 PM: Rob Middleberg opened the meeting after some technical difficulties

- It was hard to determine if a quorum was present for a vote since names and phone numbers were both showing up in the attendance list, allowing for duplicates
- It was decided that all would email their votes to Madeline for the personnel documents to get around this problem

1:40 PM – 2:55 PM: Chris Heartsill gave an overview of the QC document and went through key areas one at a time. The document will be redistributed to SWGTOX for another round of comments.

2:55 PM: Madeline announced that both Personnel documents passed the vote and will be published, likely tomorrow.

3:00 PM: Rob wrapped up the meeting and thanked all for their hard work on the SWG.

Minutes by Madeline Montgomery; October 10, 2014