

**External Laboratory Safety Workgroup (ELSW)
Meeting Summary
Tuesday, January 20, 2015
8:00 A.M. – 10:00 A.M.**

Attendees

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| ✓ Joseph Kanabrocki, PhD, CBSP – <i>Co-Chair</i> | ✓ Kenneth I. Berns, MD, PhD – <i>Co-Chair</i> |
| ✓ Debra L. Hunt, DrPH, CBSP | ✓ Fred Sparling, MD |
| ✓ Thomas V. Inglesby, MD | ✓ Jill Taylor, PhD |
| ✓ Patty Olinger, RBP | ✓ Deborah E. Wilson, DrPH, CBSP |
| ✓ Michael A. Pentella, PhD, D(ABMM) | ✓ Jeffry Potts, MPH, DrPH, CBSP |
| ✓ David A. Relman, MD | ✓ John Beach |
| ✓ Heather J. Sheeley, BA, MS, CBiol, MSB,
CMIOSH, FISTR | ✓ Sarah Wiley, MPH, <i>Designated Federal Officer</i>
Domenica (Dee) Zimmerman |

- ✓ *In attendance*

Summary of Meeting Notes

Roll Call and Call to Order

Sarah Wiley, Designated Federal Officer (DFO), ELSW

Visit to NIH

ELSW Members and Deborah Wilson, Director of Environmental Health and Safety (NIH)

Dr. Wilson presented the ELSW with a tentative agenda for the upcoming NIH site visit.

The visit to NIH will consist of staff engagement interviews from all levels: leadership, branch chiefs, principal investigators (PIs), bench scientists, laboratory managers, trainees, technicians, animal care Staff, and other frontline staff.

Discussion Points

ELSW Members

- NIH Survey
 - NIH conducts surveys approximately every three years; surveys are disseminated, data is collected, goals are set, and the results are posted on the NIH website. Progress in meeting goals is tracked. Information from the last survey will be included on the disk provided to the ELSW

ACD Presentation and Follow-Up

ELSW Members

- ACD accepted the ELSW proposals as recommendations, with no edits.
- Recommendations were submitted to Dr. Frieden, and were in the process of being prepared for formal transmission to the Department of Health and Human Services (HHS) Secretary.

Next Steps: CDC Lab Safety Recommendations Tracking

Sarah Wiley, DFO and ELSW Members

- Internally within CDC, implementation of each recommendation will be tracked and progress updates will be provided to the ELSW.
- Dr. Leslie Dauphin, Acting Associate Director for Laboratory Science and Safety (ADLSS) and interim team will be responsible for initiating follow-up on the recommendations and reporting progress to the ELSW. Dr. Dauphin reported that CDC has already begun to implement many of the recommendations.

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Discussion Points

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- ACD Presentation
 - Recommendations from the ELSW were made public during the presentation, but the official document will not be released publically until after the HHS review is completed based on the procedure that HHS is given 30 days to review any recommendations from any advisory committees.
 - Every Federal Advisory Committee Act (FACA) meeting includes a public comment session on the agenda, but no public comments were offered during the ACD meeting.
 - The recommendations document will be posted through the laboratory safety portion of the CDC website after HHS's 30-day review period.
 - The ACD recommendations have been shared internally with center leadership and Associate Directors for Laboratory Science, so that programs may begin implementing the recommendations.
- Updates to Recommendations Progress
 - Updates will be given to ELSW by Acting ADLSS and the new ADLSS once he/she is hired.

Food and Drug Administration's (FDA) Response to ELSW Memo

Dr. Joseph Kanabrocki, Co-Chair, ELSW

- A proposed agenda for the ELSW's site visit was distributed to the ELSW members, along with some specific questions they would like the ELSW to address.

Discussion Points

ELSW Members

- FDA's response, proposed agenda, and questions will be tabled until after the NIH site visit.
- The ELSW will receive a Survey Monkey poll to determine the best time in April 2015 for the FDA site visit.

Administrative Matters

Sarah Wiley, DFO

- The ACD voted to approve the ELSW minutes that were completed and submitted to them as of January 13, 2015, which took them through October 2015. The next batch will be presented to the ACD during its April 2015 meeting.
- A report is being prepared on the internal investigation that was conducted on the recent CDC Ebola incident, which should be published by the end of January. The Animal and Plant Health Inspection Service (APHIS) has also conducted an investigation and will be reporting back to CDC in February. The investigator who was potentially exposed has completed the requisite 21 days of monitoring, and has shown no signs of illness.
- The scheduled February 9, 2015, ELSW meeting will not be convened, given that the members will be at NIH for the site visit.
- The next ELSW teleconference will be February 24, 2015, from 8:00 am to 10:00 am.

Wrap up and Adjournment

Dr. Joseph Kanabrocki, Co-Chair, ELSW