AGENDAS & MINUTES

NAHLN IT Committee ........................................................................................................ 2
AAVLD Publications Committee ..................................................................................... 2
AAVLD Publications Committee ..................................................................................... 2
AAVLD Laboratory Emergency Management Committee .............................................. 2
AAVLD Parasitology Committee ...................................................................................... 2
AAVLD Informatics Committee ...................................................................................... 4
AAVLD Epidemiology Committee .................................................................................. 4
AAVLD Bacteriology/Mycology Sub-Committee ................................................................. 3
AAVLD Antimicrobial susceptibility Sub-Committee ....................................................... 3
AAVLD Virology Committee .......................................................................................... 3
AAVLD Quality Assurance Committee .......................................................................... 3
AAVLD Bacteriology Steering Committee ..................................................................... 4
Enteric Disease Committee, AAVLD ............................................................................ 4
AAVLD Laboratory Technology Committee .................................................................. 4
JVDI Editorial Board ....................................................................................................... 4
AAVLD Membership Committee .................................................................................... 4
Constitution, Bylaws and Resolutions Committee .......................................................... 4
AAVLD Foundation Committee .................................................................................... 5
USAHA/AAVLD Joint Committee on Animal Emergency Management ....................... 5
AAVLD Administrative Management Personnel Committee ....................................... 6
USAHA/AAVLD Joint Committee on Diagnostic Laboratory and Veterinary Workforce Development .......................................................................................... 6
USAHA/AAVLD Joint Committee on the Environment and Toxicology ......................... 6
AAVLD Government Relations Committee Meeting ......................................................... 7
AAVLD/NAHLN Laboratory Directors' Meeting ............................................................. 7
AAVLD Laboratory Safety Committee .......................................................................... 7
AAVLD Pathology Committee ........................................................................................ 8
USAHA/AAVLD Joint Committee on National Animal Health Laboratory Network ........ 8
USAHA/AAVLD Joint Committee on Aquaculture .......................................................... 8
USAHA/AAVLD Joint Committee on Animal Health Surveillance and Information Systems .......................................................... 9
AAVLD Proficiency Test Committee ............................................................................. 9
Strategic Planning Committee ........................................................................................ 9
USAHA/AAVLD Joint Committee on Food and Feed Safety ........................................... 10
AAVLD Committee chairs and Program committee ......................................................... 10
Committee Meeting Scheduled for Thursday October 13, 2016

NAHLN IT committee
Sarah Tomlinson, Chair Scott Ross, co-chair
Thursday, October 22, 2015, 1:00 pm – 5:00 pm, 551
(No report given)

Committee Meeting Scheduled for Friday October 14, 2016

AAVLD Publications Committee
Pam Ferro, Chair
Friday, October 14, 2016, 8:00 AM – 10:00 AM Oak C
(No report given)

AGENDA

I. Welcome and introductions

II. JVDI report
   A. SAGE update
   B. JVDI update

III. Newsletter report

IV. Web/Internet technologies report
   A. Webpage
   B. Facebook page
   C. Mobile meeting app

V. Committee business

AAVLD Laboratory Emergency Management Committee
Anne Parkinson, Chair, James Maxwell, Co-chair
Friday, October 23, 2015, 10:00 AM – 12:00 PM, 551
(No report given)

AAVLD Parasitology Committee
Tim Hanosh, co-chair, Tim Hanosh, co-chair
Friday, October 14, 2015, 8:00 AM - 12:00 PM, Room Imperial E/F
(Report attached)
Agenda

(Times listed are approximate)

8:05 Welcome and Review of Agenda.
- Attendance sheet
- Introduction of attendees
- Thanks to Zoetis for sponsoring the projector and screen for the meeting
- Old minutes (2015)

New Business:
8:30 Parasitology Committee Mission Statement (2014): The AAVLD Parasitology Committee supports the AAVLD mission to promote continuous improvement and awareness of parasitic diseases by the monitoring and evaluation of the advancements in veterinary parasitic diagnostic techniques.

8:45 Tritrichomonas foetus update: Tim Hanosh, New Mexico Department of Agriculture, Veterinary Diagnostic Services.

9:00 Tick movement across the region/KS and the growing concerns associated with Anaplasmosis. Gary Anderson, Kansas State Veterinary Diagnostic Laboratory.

9:15 Short break

9:30 Discussion regarding Canine heartworm antigen tests: are laboratories using heat-treatment method, how did you validate or verify test, are you running the modification concurrently with the kits (according to package insert), which manufacturers’ test kits are being used? Are panels or samples available for testing? Matthew Krecic, Zoetis US LLC

10:00 – Parasitology Committee Survey – update since 2015 Annual Meeting
- Review of survey
- Review of results
- Goals and future use of survey

10:30 Interdisciplinary Discussion of Technologies, for possible joint symposium (Bacteriology Parasitology, Virology Committees) at 2017 AAVLD Meeting. Pam Ferro Texas A&M Veterinary Medical Diagnostic Laboratory.

11:00 Open discussion
Considerations for 2017 meeting –
- Topics, goals, guest speakers
- Discussion of industry sponsorship
- New co-chair(s) for 2018 (NEEDED!)

11:30 Wrap/up / Adjourn –
- Thanks again to Zoetis for sponsoring the projector and screen for the meeting.
- See you next year at AAVLD in San Diego!
AAVLD Informatics Committee
Steve Vollmer, Chair
Friday, October 14, 2016, 8:00 AM -5:00 PM, Colony B/C
(Report attached)

8:00 Intro and round table
8:30 Dr. Woodward on Web submissions
9:30 Break
9:45 Computer Associates on developing a Mobile interface
10:30 Cloudification using AWS as an IaaS option
Lunch
1:00 Committee Business
1:30 Creating a DevOps culture in an Animal Health Diagnostic Laboratory IT Team
2:15 Using Tablets for the collection of VI Data
2:45 Break
3:15 Scotts Presentation
4:00 IT accreditation Guidance Document / Site Visit questions

AAVLD Epidemiology Committee
Ashley Hill, Marilyn Simunich, co-chairs
Friday, October 23, 2015, 10:00 AM – 12:00 PM, 555-B
(Report attached)

AAVLD Bacteriology/Mycology Sub-Committee
Tanya Purvis, Rebecca Franklin, Co-chairs
Friday, October 23, 2015, 1:00 PM – 2:00 PM, 553
(Report attached)

AAVLD Antimicrobial susceptibility Sub-Committee
Ching Ching Wu, Timothy Frana, Co-chairs
Friday, October 23, 2015, 11:30 AM -12:00 PM, 553
(No report given)

AAVLD Virology Committee
Pam Ferro and Doug Marthaler, Co-chairs
Friday, October 14, 2016, 1:00 PM- 3:00 PM, Imperial G
(Report attached)

1:00 – 1:05 pm, Pam Ferro and Doug Marthaler: Welcome

1:05 – 1:35 pm, Pioneer in Virology Award Winner, Dr. Paul Gibbs
“Dreams of the future more than a history of the past”
1:35 – 1:50 pm Proposed Mission Statement: The AAVLD Virology Committee provides avenues for education and communication in an effort to improve veterinary laboratory techniques as well as public awareness to viral diseases affecting animals and zoonotic viral diseases.

1:50 – 3:00 pm Open Discussion
Topics:
• Inter-laboratory test/sample sharing
• Repository for historical isolates
• QA/QC requirements
  o Species defined as animal vs. pathogen?
• Diagnostic Virology basics
  o Capturing information for future generations
    ▪ General guidelines for specific diseases/conditions (e.g. BVD PI testing)?
    ▪ Fetal Bovine Serum/Equine Serum/Synthetic use in Diagnostic laboratories
      • Source (e.g. USA v. abroad)
      • Screening/testing prior to use
• Symposium next year
  o Joint around technology?

**ListServ for Virology topics, separate from the general AAVLD ListServ

Finish up by 3pm for New Technology Committee to meet earlier

AAVLD Quality Assurance Committee
Kristy Famer, Chair
Friday, October 14, 2016, 1:00 PM – 5:00 PM, Imperial D
(No report given)

1:00 – 1:05 PM .......................................................... Welcome & Review of Agenda
1:05 – 1:25 PM .......................................................... NAHLN/NVSL Update (Loiacano/Hochstein)
1:25 – 1:45 PM .......................................................... AAVLD AC Update (Torchin)
1:45 – 2:25 PM ........................................... Detecting and Benefiting from Client Complaints (Lukens)
2:25 – 3:05 PM ................................................. Quality Assurance in the Business Office (Kellum)
3:05 – 3:20 PM ........................................................................ Break
3:20 – 3:45 PM .................................................. Quality Assurance in Sample Receiving (Lukens)
3:45 – 4:15 PM ................. Panel Discussion with the Accreditation Committee (AC members)
4:15 – 5:00 PM ........................................................................ Committee Business
5:00 PM ................................................................................. Closing Remarks & Adjournment
AAVLD Bacteriology Steering Committee
Debra K. Royal, Tanya Purvis, Co-chairs
Friday, October 14, 2016, 8:00 AM -11:00 AM, Imperial AB
(Report attached)

Round Table Discussion Topics
- How labs record/trace lot numbers for lab reagents
- Interpretation of CLSI standards for quality control
  - Which ATCC strains, how many, how often
- Questions can be submitted to tpurvis@vet.k-state.edu before the meeting or be given during the discussion
- Lunch Break 11:00-12:30

Bacteriology and Mycology Subcommittee
Kenitra Hammac and Dustin Loy, co-chairs; 12:30 pm-1:30 pm Imperial AB
Discussion of the 2016 IBQAS Results
- Nomination of a new co-chair for 2017-2020 (replace Dustin)
- Volunteers for the 2017 IBQAS
- Topics for the 2017 Mini-Symposium
- Nominate (or re-nominate Claire Miller) a volunteer to moderate and organize the bacteriologie case presentations
- Presentation of BioMic Award for Excellence in Diagnostic Veterinary Microbiology
- Round table discussions

Antimicrobial Susceptibility Subcommittee
Ching Ching Wu and Dubraska Diaz-Campos, co-chairs; 1:30-2:15 pm
- Updates on status for pertinent CLSI documents/standards
- Use of CLSI guidelines for accreditation purposes
- Update/discussion on Trek/Thermofisher implementation of new CLSI VAST standards
  - Update/discussion on Trek/Thermofisher commercial panels
- Moving to standardization
  - Inclusion of additional antimicrobial susceptibility testing in future IBQAS? Some suggestions, discussion
- Antimicrobial susceptibility subcommittee: Guidelines and SOP (draft)
- Round table discussions

Diagnostic Bacteriology Case Reports
Claire Miller – Moderator, 2:30-4:30 p.m., Imperial AB

Bacteriology steering committee
Tanya Purvis and Rebecca Franklin-Guild, co-chairs; Saturday, 3:30-5:30 p.m. Imperial B
- Review of subcommittee meetings
- Awards
  - Walker Student Award (Life Technologies or VMRD $500)
  - Oaks Award (Life Technologies or VMRD $500)
- Discussion of written guidelines to committee members
- Update on committee SOP’s and mission statement
- Nomination of new co-chair for 2015-2018 to replace Tanya
- Discussion of creating an Awards chairperson
Enteric Disease Committee, AAVLD
Eric Burrough, Shuping Zhang, co-chair
Friday, October 23, 2015, 3:00 PM – 5:30 PM, 553
(No report given)

AAVLD Laboratory Technology Committee
Kathy Kurth, Beate Crossley, Co-chairs
Friday, October 14, 2016, 3:00 PM – 5:00 PM, Imperial G/H
(Report attached)

<table>
<thead>
<tr>
<th>Time</th>
<th>Topic/Title</th>
<th>Presenter(s)</th>
</tr>
</thead>
<tbody>
<tr>
<td>3:00 PM</td>
<td>Welcome</td>
<td>Kathy Kurth, Wisconsin Veterinary Diagnostic Laboratory (WVDL) Beate Crossley, California Animal Health and Food Safety Laboratory (CAHFS)</td>
</tr>
<tr>
<td>3:15 PM</td>
<td>Special Issue in JVDI:</td>
<td>Co-chairs and committee</td>
</tr>
<tr>
<td>b)</td>
<td>a) Template for articles intended</td>
<td>Co-chairs and committee</td>
</tr>
<tr>
<td>3:30 PM</td>
<td>b) List of proposed articles</td>
<td>Co-chairs and committee</td>
</tr>
<tr>
<td>3:45 PM</td>
<td>c) Inhibitor discussion</td>
<td>Laura Goodman, Animal Health Diagnostic Center (Cornell)</td>
</tr>
<tr>
<td>4:15 PM</td>
<td>d) Discussion of PCR guidelines in template format</td>
<td>Co-chairs and committee</td>
</tr>
<tr>
<td>4:30 PM</td>
<td>Future Planning</td>
<td>Co-chairs and committee</td>
</tr>
<tr>
<td>4:45 PM</td>
<td>Items from the floor, Formation of Resolutions</td>
<td>Co-chairs and committee</td>
</tr>
<tr>
<td>5:00 PM</td>
<td>Adjourn</td>
<td></td>
</tr>
</tbody>
</table>

JVDI Editorial Board 2015
Grant Maxie, Chair
Friday, October 23, 2015, 4:00 PM- 6:00 PM
(Report attached)

AAVLD Membership Committee
Cat Barr and Steve Hooser, Co-chairs
Friday, October 14, 2015, 8:00AM -9:00 AM, Cedar A
(Report attached)
Members: Cat Barr (Co-Chair), Steve Hooser (Co-Chair), Deep Tewari, Meg Steinman, Deb Royal, Maria Spinato, Don Kitchen, Jim Everman, Amy Swinford; Jim Kistler

Agenda:
Report on New Member Orientation (occurring Thursday evening 6-7 pm, Guilford F) – new time, refreshments provided – Barr
Report on WCEA portal registrations, plan for populating content – Barr/Kistler
Report on Membership statistics, including new categories – Kistler
Nominations for SW region representative to replace Don Kitchen
Nominations for Co-Chair to replace Cat Barr and work with incoming Vice Presidents

**Constitution, Bylaws and Resolutions Committee**
David Steffen, Chair
**Friday, October 23, 2015, 5:00 PM – 6:00 PM, 552-B**
*(Report attached)*

**Committee Meetings Scheduled on**
**Saturday, October 15, 2016**

**AAVLD Foundation Committee**
Donal O'Toole, Chair
**Saturday, October 15, 2016, 7:00 AM – 8:00 AM, Links room, Level 3**
*(No report given)*

**Agenda:**
1. Foundation Auction Assessment, including use of a professional auctioneer.
2. Review Foundation Endowment/Finances
4. Other

**USAHA/AAVLD Joint Committee on Animal Emergency Management**
Dr. Heather Simmons, Chair and Dr. Charlotte Krugler, Vice Chair
**Saturday, October 24, 2015, 8:00 AM -1:00 PM, BR-B**
*(Pending)*

**AAVLD Laboratory Administrative Management Personnel Committee**
Bill Lawrence, Lisa Shipp, co-chairs
**Saturday, October 24, 2015, 1:00 PM – 5:00 PM, 550**
**Saturday, October 25, 2015, 8:00 AM – 12:00 PM, 550**
*(Report attached)*
USAHA/AAVLD Joint Committee on Diagnostic Laboratory and Veterinary Workforce Development
Michael Gilsdorf and Gary Anderson, co-chairs
Saturday, October 18, 2014, 3:00 PM – 7:00 PM, Chouteau AB
(Pending)

USAHA/AAVLD Joint Committee on the Environment and Toxicology
Larry Thompson, Tim Evans co-chairs
Saturday, October 24, 2015, 3:30 PM – 6:30 PM, 551
(Pending)

AAVLD Government Relations Committee Meeting
Bruce Akey, Barb Powers co-chairs
Saturday, October 15, 2016, 3:30 PM – 5:30 PM, Imperial E
(No report given)

Welcome and Introductions Bruce Akey/Barb Powers – Co-Chairs
AVMA Government Relations Division Update TBD
NVSL Update Beverly Schmitt
NIFA Update Gary Sherman - NIFA
NAHLN Update – general Sarah Tomlinson – NAHLN
FDA VetLIRN Update Renate Reihmschussel - VetLIRN
National List of Reportable Diseases Framework/ Emerging Diseases Framework – lab roles and responsibilities Sarah Tomlinson – NAHLN
Increased Federal Oversight of Laboratories Discussion

AAVLD/NAHLN Laboratory Directors' Meeting
Rodger Main, Dan Paulsen co-chairs
Saturday, October 24, 2015, 5:30 PM -7:30 PM, 552
(No report given)

AAVLD Laboratory Safety Committee
Kristy Farmer, Mary Byrd, co-chairs
Sunday, October 15, 2016, 3:30 PM – 5:00 PM, Cedar AB
(Report attached)
3:00 – 3:15  Opening Remarks, Laboratory Safety E-List
3:15 – 3:30  Laboratory Safety Survey
3:30 – 4:00  Knife Safety (Patricia Godwin)
4:00 – 4:30  Risk Assessment and Biosafety in Necropsy (Michelle Norris)
4:30 – 5:00  Committee Business

Committee Meetings Scheduled on
Sunday, October 16, 2016

AAVLD Pathology Committee
David Steffen and Jamie Henningson, co-chairs
Sunday, October 16, 2015, 12:00 PM – 1:45 PM, Imperial C
(Report attached)

1) Call to Order and Sign in - David Steffen and Jamie Henningson presiding.
2) Approval of 2015 Minutes.
3) Accreditation, Tim Baszler
4) Subcommittee Reports
   a. Histopathology slide seminar Fransisco Carvallo, Alan Loynachan
   b. Pathology committee awards report Fransisco Uzal
   c. IHC ring test committee- Bruce Thompson
      i. Suggestions for 2017
   d. AAVLD ACVP liaison Matti Kiupel
   e. Gross mock exam Jamie Henningson, Bruce Williams
   f. Pathology proficiency/Quality Assurance programs Henningson, Johnson, Bailey
5) NEW BUSINESS
   a. Budget David Steffen
   b. Election of 2017 Co-chair
   c. Election of 2017 Co-chair for Slide conference
   d. CL-Davis Topics discussion
   e. Chair or committee volunteers for Mock exam, Awards
   f. Program discussion- Scientific sessions other
   g. Late/open agenda
USAHA/AAVLD Joint Committee on National Animal Health Laboratory Network
Barb Powers and Harry Snelson, co-chairs
Sunday, October 16, 2015 12:00 PM- 3:00PM, Grandover
(Pending)

1. Farm bill and lobbying update- Barb Powers for Brad Mollet and Liz Wagstrom
2. update in NAHLN codification- Sarah Tomlinson et al
3. AMR surveillance project update- Sarah Tomlinson et al
4. IT upstate- Sarah Tomlinson et al
5. Use of electronic date from VDL to make production decisions- Maryn Ptaschinski
6. Update from NAHLN coordinating Council
7. Items brought forward from AAVLD government relations committee meeting

USAHA/AAVLD Joint Committee on Aquaculture
Lester Khoo, Chairs
Sunday, October 25, 2015 12:30 PM - 5:30 PM, 553
(Pending)

AAVLD / NVSL Proficiency Test Committee 2015
Eileen Ostlund, Richard Mock co-chairs
Sunday, October 25, 2015, 3:00 PM - 5:00 PM
(No report given)

Strategic Planning Committee
Gary Anderson/ Amar Patil, Co-chairs
Sunday, October 16, 2015, 3:00 PM - 6:00 PM, Imperial H room
(No report given)

Welcome and Introductions
Executive Director Update
Marketing Plan for AAVLD
AAVLD CE Platform
ISO Accreditation of AAVLD Accreditation Committee
Other Items

Gary Anderson/Amar Patil Co-Chairs
Jim Kistler
Discussion
Discussion
Discussion
As needed

USAHA/AAVLD Joint Committee on Animal Health Surveillance and Information Systems
Marie Culhane, AAVLD and Marianne Ash, USAHA co-chairs
Sunday, October 25, 2015, 3:00 PM - 6:00 PM, 552
(Pending)

USAHA/AAVLD Joint Committee on Food and feed Safety
Pat McDonough, Craig Schulz, co-chairs
Sunday, October 25, 2015, 1:30 PM – 5:30 PM, 551
(Pending)
AAVLD Committee Chairs and Program committee
Francois Elvinger, Catherine Barr, co-chairs
Monday, October 26, 2015, 1:30am – 3:30pm, Bristol/Kent
(No report given)
AAVLD Accreditation Committee Meeting Highlights
Date: July October 13-14, 2016
Submitted by: Tim Baszler – Co-Chair, Barbara Martin – Co-Chair

Committee Members: (all attended in person or by teleconference)
Tim Baszler, Barbara Martin, Bev Byrum, Rebecca Davies, Kristy Farmer Joey Kellum, Dave Korcal, Christie Loiacano, Pat Lukens, Doris Miller, Richard Mock, Kristy Pabilonia, Lanny Pace, Karen Post, Maria Spinato, Amy Swinford, Laura Torchin, Steve Vollmer.

Conference Call: Helen Acland

Committee Meeting Activities:
1) Laboratory Accreditation deliberations (7 laboratories)
   a. Site visit reports – 2
   b. Laboratory responses to site visit reports – 4
   c. Laboratory progress reports/updates – 2

2) 2016 Site Visits
   a. 10 Site visits completed (7 full site visits and 3 interim site visits)
   b. 4 site visits remaining (3 full site visits and 1 interim site visit); All audit teams selected by site visit chairs
   c. New policy of Audit Pool observers implemented for all full site visits in 2016

3) 2017 Site Visit Preparation
   a. 10 Full Sites visits planned for 2017
      i. New process
         1. Committee Chair(s) selected site visit chairs at July meeting
         2. Committee Chairs(s) informed Laboratory Directors of upcoming 2017 site visits in August-September 2016 and inform Directors of their site visit chair, urging contact with site visit chair to begin planning tentative dates for site visit
         3. Purpose of change is more prompt communication with labs and spaced improve Committee efficiency of site visit report review by spacing site visits more evenly throughout the year.

4) Business Meeting
   a. Treasurer’s Report
      i. Approved Treasurer’s report. Urged Executive Board to make final decision on cost of Administrative support for Accreditation Committee. Currently is 50% of AAVLD Administrative Assistant salary (paid in FY2016). Administrative Assistant spending 25% of time on Accreditation Committee activities so urged Executive Board to charge Accreditation Committee 25% of Administrative Assistant’s salary (instead of 50%)
      ii. Follow up on Exec Board approval of Accreditation fee increase July 2016
      iii. Implemented accreditation dues and fee increase as follows:
1. Annual Dues: $1,200 per lab system
2. Site visit fees: $1,000 main lab; $600 each branch lab
   a. Full site visits and interim site visit
b. Communicated Accreditation Program dues and fees increase by: Communicated to AAVLD membership via: 1) August 2016 newsletter; 2) Annual meeting (Directors Committee and Quality Committee); 4) AAVLD website (Accreditation); and Quality Symposium at annual meeting. Will also communicate via AAVLD email Director’s List Serve.
c. Developed Document master list and training record for Committee Members. Posted Document master list on AAVLD website for AAVLD members
d. Finalized revision of AAVLD Requirements for an Accredited Veterinary Medical Diagnostic Laboratory Personnel Qualifications. Communicate change to AAVLD membership via: 1) August 2016 newsletter; 2) Annual meeting (Directors Committee and Quality Committee); 4) AAVLD website (Accreditation); and Quality Symposium at annual meeting
e. Voted on final version of revised AAVLD Application for Accreditation. Will implement in CY2017. New application is much shorter and much better aligned to present accreditation review process. Communicate to AAVLD membership via: 1) August 2016 newsletter; 2) Annual meeting (Directors Committee and Quality Committee); 4) AAVLD website (Accreditation); and Quality Symposium at annual meeting.
f. Revised Site Visit Preparation SOP. Changed procedure for notify laboratory of site visits in upcoming year. Choose site visit Chairs at July meeting then communicate that to Laboratory Directors with site visits in upcoming CY in August-September. Effort to begin organizing site visit earlier and spread site visits more evenly through the CY.
g. 2017 auditor training for Accreditation Committee and Auditor pool will consist of:
   i. Accreditation Committee: Half day training with outside trainer to discuss changes to ISO 17025, ISO 9001 in comparison with AAVLD Requirements. May need to update AAVLD Requirements to be consistent with updated ISO 17025. Discuss Quality symposium to occur at Annual Meeting in October 2016.
   ii. Auditor Pool: Morning session training on AAVLD Standard. Afternoon session on auditing skills.
h. Accreditation Committee Membership Changes:
   i. Barb Martin resigned from Committee as Co-Chair and Committee member effective CY2017.
   ii. Committee voted Dave Korcal and new Co-Chair
   iii. Committee will add 2-3 new Committee members in 2017 to fill needs in subject matter expertise and regional representation.
AAVLD Committee Report

Laboratory Administrative Management Personnel Committee 10/15-16/2016
Committee
Date

Kimberly Potter (née Ramm) Cornell Sarah Raynak - Michigan State University
Committee Chair Co-chair if applicable

Nominees for upcoming chair / co-chair

Committee Statement of Purpose:

AAVLD Laboratories share a common quality system focused on improving awareness and delivery of veterinary diagnostic services. However, each entity is unique in its physical and business structure. The LAMP committee strives to share best practice strategies in administration, management, process engineering and implementation, and personnel management by sharing and demonstrating solutions to various problems encountered in the daily activities of a veterinary diagnostic laboratory. Information shared between members is often revised and executed within the structure of the home organization, thereby contributing to the goal of continuous improvement.

Strategy(ies) for Committee Activity Supporting AAVLD Strategic Plan:

- Presentations on best practice solutions for various aspects of laboratory operations
- Sharing of experiences in software implementations related to laboratory operations or support of quality systems
- Lessons learned in planning/relocating to new facilities
- Strategies for addressing human resource issues/changes to federal labor standards
- Sharing of marketing campaigns for differing audiences
- Discussions on data related to multiple aspects of laboratory performance
- Learning from the experiences of others and returning with ideas for improvements

Items for Review by the Executive Board (Please List):

- Committee Name Change to “Laboratory Operations & Management Committee”
- Change Sunday meeting time from 8am-12pm to 8am-10am

Action Items for the Committee (Please List):

- Investigate possibility of visit to Idexx or Antech labs in Irvine, CA on the Friday of next year’s AAVLD meeting in San Diego.
- Evaluate Call Center best practices and software options and report out
- Provide lab updates on Quality System implementations, Q-Pulse roll-outs, audit results, and relocations into new buildings. Discuss impact of FSLA compensation changes.

Attendance record – AAVLD Annual Meeting
<table>
<thead>
<tr>
<th>Name</th>
<th>E-mail address</th>
<th>Currently committee member?</th>
<th>If not, want to join?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Kim Potter (Chair)</td>
<td><a href="mailto:ksr52@cornell.edu">ksr52@cornell.edu</a></td>
<td>Y</td>
<td></td>
</tr>
<tr>
<td>Korana Stipetic</td>
<td><a href="mailto:Ks277@cornell.edu">Ks277@cornell.edu</a></td>
<td>Y</td>
<td></td>
</tr>
<tr>
<td>Renee Walker</td>
<td><a href="mailto:Walker2@illinois.edu">Walker2@illinois.edu</a></td>
<td>Y</td>
<td></td>
</tr>
<tr>
<td>Danielle Robison</td>
<td><a href="mailto:drobison@illinois.edu">drobison@illinois.edu</a></td>
<td>Y</td>
<td></td>
</tr>
<tr>
<td>Alanna McPartlin</td>
<td><a href="mailto:Alanna.mcpartlin@oregonstate.edu">Alanna.mcpartlin@oregonstate.edu</a></td>
<td>Y</td>
<td></td>
</tr>
<tr>
<td>Sarah Raynak (Co-Chair)</td>
<td><a href="mailto:raynak@dcpah.msu.edu">raynak@dcpah.msu.edu</a></td>
<td>Y</td>
<td></td>
</tr>
<tr>
<td>Kimberly Abramo</td>
<td><a href="mailto:Kimberly.abramo@maryland.gov">Kimberly.abramo@maryland.gov</a></td>
<td>Y</td>
<td></td>
</tr>
<tr>
<td>Linda Homer</td>
<td><a href="mailto:Ls244@cornell.edu">Ls244@cornell.edu</a></td>
<td>N</td>
<td></td>
</tr>
<tr>
<td>Anette Rink</td>
<td><a href="mailto:arink@agri.nv.gov">arink@agri.nv.gov</a></td>
<td>Y</td>
<td></td>
</tr>
<tr>
<td>Dan Salmi</td>
<td><a href="mailto:Daniel.salmi@isda.idaho.gov">Daniel.salmi@isda.idaho.gov</a></td>
<td>N</td>
<td></td>
</tr>
<tr>
<td>Kirstin Dohrer</td>
<td><a href="mailto:Kirstin.dohrer@illinois.gov">Kirstin.dohrer@illinois.gov</a></td>
<td>Y</td>
<td></td>
</tr>
<tr>
<td>Ryan Hanna</td>
<td><a href="mailto:jrhanna@illinois.edu">jrhanna@illinois.edu</a></td>
<td>Y</td>
<td></td>
</tr>
<tr>
<td>Whitney Fritzinger</td>
<td><a href="mailto:Wfritzinger2@unl.edu">Wfritzinger2@unl.edu</a></td>
<td>Y</td>
<td></td>
</tr>
<tr>
<td>Joseph Kellum</td>
<td><a href="mailto:Joseph.kellum@msstate.edu">Joseph.kellum@msstate.edu</a></td>
<td>Y</td>
<td></td>
</tr>
<tr>
<td>Stacy Morris</td>
<td><a href="mailto:s-morris@tamu.edu">s-morris@tamu.edu</a></td>
<td>Y</td>
<td></td>
</tr>
<tr>
<td>Scott Ross</td>
<td><a href="mailto:Sr523@cornell.edu">Sr523@cornell.edu</a></td>
<td>N</td>
<td></td>
</tr>
<tr>
<td>Jen Rudd</td>
<td><a href="mailto:jdrudd@vt.edu">jdrudd@vt.edu</a></td>
<td>Y</td>
<td></td>
</tr>
<tr>
<td>Kelly Boesenberg</td>
<td><a href="mailto:kellyisu@iastate.edu">kellyisu@iastate.edu</a></td>
<td>Y</td>
<td></td>
</tr>
<tr>
<td>Debbie Reed</td>
<td><a href="mailto:dreed@murraystate.edu">dreed@murraystate.edu</a></td>
<td>Y</td>
<td></td>
</tr>
<tr>
<td>Steve Vollmer</td>
<td><a href="mailto:sgv@purdue.edu">sgv@purdue.edu</a></td>
<td>N</td>
<td></td>
</tr>
</tbody>
</table>
Attendance record – AAVLD Annual Meeting

AAVLD Committee: Laboratory Operations & Management Committee

Date: 10/16/16           Room: Imperial H

(Please print clearly)

<table>
<thead>
<tr>
<th>Name</th>
<th>E-mail address</th>
<th>Currently committee member?</th>
<th>If not, want to join?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Kim Potter (Chair)</td>
<td><a href="mailto:ksr52@cornell.edu">ksr52@cornell.edu</a></td>
<td>Y</td>
<td></td>
</tr>
<tr>
<td>Rick Fredrickson</td>
<td><a href="mailto:frdrcksn@illinois.edu">frdrcksn@illinois.edu</a></td>
<td>Y</td>
<td></td>
</tr>
<tr>
<td>Renee Walker</td>
<td><a href="mailto:Walker2@illinois.edu">Walker2@illinois.edu</a></td>
<td>Y</td>
<td></td>
</tr>
<tr>
<td>Danielle Robison</td>
<td><a href="mailto:drobison@illinois.edu">drobison@illinois.edu</a></td>
<td>Y</td>
<td></td>
</tr>
<tr>
<td>Alanna McPartlin</td>
<td><a href="mailto:Alanna.mcpartlin@oregonstate.edu">Alanna.mcpartlin@oregonstate.edu</a></td>
<td>Y</td>
<td></td>
</tr>
<tr>
<td>Sarah Raynak (Co-chair)</td>
<td><a href="mailto:raynak@dcpah.msu.edu">raynak@dcpah.msu.edu</a></td>
<td>Y</td>
<td></td>
</tr>
<tr>
<td>Deborah Blakey</td>
<td><a href="mailto:dblakey@uga.edu">dblakey@uga.edu</a></td>
<td>Y</td>
<td></td>
</tr>
<tr>
<td>Gail Krohn</td>
<td><a href="mailto:Gail.krohn@pds.usask.ca">Gail.krohn@pds.usask.ca</a></td>
<td>Y</td>
<td></td>
</tr>
<tr>
<td>Ryan Hanna</td>
<td><a href="mailto:jrhanna@illinois.edu">jrhanna@illinois.edu</a></td>
<td>Y</td>
<td></td>
</tr>
<tr>
<td>Whitney Fritzinger</td>
<td><a href="mailto:Wfritzinger2@unl.edu">Wfritzinger2@unl.edu</a></td>
<td>Y</td>
<td></td>
</tr>
<tr>
<td>Joseph Kellum</td>
<td><a href="mailto:Joseph.kellum@msstate.edu">Joseph.kellum@msstate.edu</a></td>
<td>Y</td>
<td></td>
</tr>
<tr>
<td>Stacy Morris</td>
<td><a href="mailto:s-morris@tamu.edu">s-morris@tamu.edu</a></td>
<td>Y</td>
<td></td>
</tr>
<tr>
<td>Jen Rudd</td>
<td><a href="mailto:jdrudd@vt.edu">jdrudd@vt.edu</a></td>
<td>Y</td>
<td></td>
</tr>
<tr>
<td>Debbie Reed</td>
<td><a href="mailto:dreed@murraystate.edu">dreed@murraystate.edu</a></td>
<td>Y</td>
<td></td>
</tr>
</tbody>
</table>

Laboratory Operations & Management Committee 2016 Minutes

Chair: Kim (Ramm) Potter
Co-Chair: Sarah Raynak
Meeting Dates: Saturday, October 15, 2016 1pm-3pm
Sunday, October 16, 2016 8am-10am
Attendance: 20 on Saturday – up 33% from last year
14 on Sunday – up 8% from last year

Agenda Attached
AAVLD Committee Report
(Note: Please attach additional pages as necessary for subtopics and your minutes/narrative)

Bacteriology Steering Committee
Committee 10/15/16
Date

Tanya Purvis (outgoing) Rebecca Franklin-Guild
Committee Chair Co-chair if applicable

Durda Slavic
Nominees for upcoming chair / co-chair Nominees for upcoming chair / co-chair

Committee Statement of Purpose:
The AAVLD Bacteriology Steering Committee serves to disseminate information related to veterinary diagnostic bacteriology and mycology through education, communication, collaboration, laboratory accreditation, and outreach.

Strategy(ies) for Committee Activity Supporting AAVLD Strategic Plan (Please List):
(See the Constitution and Bylaws)
- Communication between the AAVLD laboratories
- Education through mini-symposia, round-table discussions, presentations, and IBQAS exercises for continual improvement of laboratory skills
- Improving client interactions through collaboration of ideas
- Support of One Health through continual evaluation of emerging pathogens and changing test strategies

Items for Review by the Executive Board (Please List):
Approval for newly nominated committee co-chairs:
- Bacteriology/Mycology Subcommittee
  o Kris Clothier (replacing J. Dustin Loy)
- Antimicrobial Susceptibility Testing Subcommittee
  o Claire Miller (replacing Ching Ching Wu)
- Bacteriology Steering Committee
  o Durda Slavic (replacing Tanya Purvis)

Action Items for the Committee (Please List):
- Present a mini-symposium on a relevant topic at the 2017 AAVLD USAHA Annual Meeting – Mycology
- Support the Bacteriology/Mycology Subcommittee in the administration and evaluation of the IBQAS exercise
- Review and update the AAVLD Guidelines for Best Practices in the Bacteriology Laboratory – review group of Tanya Purvis, Debra Royal, and Carol Maddox.
- Support the Antimicrobial Susceptibility Subcommittee
- Keep members informed of important changes and information for the next annual meeting.
Additional comments:
Steering committee meeting held 10-15-16 3:30 to 4:15PM

Review of Round Table symposium
- General feeling was that this went well – great opportunity for discussion
- Appropriate for this type of symposium to happen every few years, or as the last hour of a symposium focused on a specific topic
- Core group of people responded to most of the questions – perhaps ask these people to sit up front as a panel during the next round table
- Registration went well, but should work with the other committee chairs (whomever is not coordinating the symposium) to man the registration booth so those chairs responsible can keep things moving on time

Future symposia
- Bruker offered to continue their support by providing breakfast for the symposium; could provide a non-commercial speaker for a symposium as well – focused on the topic that we chose
- Question about working with any other AAVLD committees/other groups (such as ACVM)
  - Tanya and Rebecca have a meeting later today with other committee chairs to discuss a potential collaborative effort
  - ACVM might be interested but we would need to check with them
  - Due to timing, we need to decide on a topic and start making plans as soon as possible
- Possible topics – Mycology, Whole Genome Sequencing (follow up from 2015 presentation), CLSI/Antimicrobial Breakpoints
  - Consensus was for Mycology – possible workshop?
    - Would need to limit on-site registration
  - Suggestion to have Diane Sutton – Carol Maddox to contact her
  - Decided to wait on the CLSI/Antimicrobial Breakpoints until more work was done by AST committee to standardize some documents

Review of Subcommittee Meetings
- IBQAS
  - Ideas offered to change reporting to make it more uniform for participants and easier to compile for volunteers
  - Meeting seemed to have the right amount of time for presentation and discussion
  - Helped that the isolates were frozen; most participating labs seem to understand that this exercise is not a proficiency test and should not be punitive
  - Useful to have results sent out prior to the meeting so people could review them before coming to the AAVLD meeting
  - Kris Clothier volunteered to take on the co-chair spot for Dustin who was the out-going chair
- AST
  - Dubraska did a great job summarizing the CLSI changes/updates
  - Claire Miller was nominated/elected to be the new co-chair; Ching Ching Wu to continue to work with the committee in an advisory role
  - Subhashinie was also nominated but agreed to wait until the next election opportunity
Discussion about involving the AST committee co-chairs in evaluating the IBQAS results
  • Additionally considering survey of the labs on how they are performing/evaluating their susceptibility tests to look into potential discrepancies – help labs standardize this
  • Suggestion was made that the isolate also be sent to a reference lab to have the actual susceptibility results determined to measure against

• BioMic Excellence in Microbiology Award presentation
  o Dr. Durda Slavic – University of Guelph awarded this year

Guidelines for Best Practices in the Bacteriology Laboratory
• This document needs to be updated – Tanya Purvis, Debra Royal, and Carol Maddox have volunteered to work on this document
• Asked for information to be added on susceptibility testing – AST subcommittee to look into this
• Including important information/updates from Bruker on the MALDI-TOF; addressing best practices for library additions and sharing between labs

Awards Committee
• Kris Clothier volunteered to coordinate the student awards, taking over from Erdal Erol
• Concern this year that many of the eligible student talks are happening at the same time – Kris asked that is anyone attends a talk that is exceptional to please give her feedback on this student
• Need to check in with Reda to see what the monetary status of the Foundation is
• Awards available:
  o Walker Student Award (Life Technologies/ThermoFisher or VMRD - $500)
  o Oaks Award (Life Technologies/ThermoFisher or VMRD - $500)

Case Report Session
• Question on support for case report coordinator if that person is not one of the committee chairs
  o Provisions were made this year to have the projector and room already arranged with the other meetings taking place on the same day
  o This person should have access to Bacteriology committee support as needed for the case reports, as this is part of the committee mission
• Need to make sure the emails about case reports are getting out – some members did not receive the notices through the AAVLD listserv
  o We will check on this with the admin office to make sure all of the members are on the listserv
• Comment on having the cases listed ahead of time so that people know what is being presented – contingent on having people sign up to present far enough ahead
  o Could also make a print-off of the schedule and post/hand out at the session

Discussion of audit concerns about ATCC isolates and traceability – potential for “grandfathering” QC organisms that are in use but no longer have the original documentation from when they were purchased
• Deep noted that the AAVLD guidelines state that these types of isolates need to be traceable
• If you go back to ATCC for certificates of analysis, you also need to have the lot number
• Committee to address this concern with the Accreditation Committee to clarify, as replacing all of these isolates would create a financial burden on a number of labs

Steering Committee co-chair
• Tanya has completed her three-year term
• Durda Slavic volunteered to take on this position and was elected by the members present

New technology Committee is looking for anyone interested in being a part of biweekly conference calls to develop a “Best Practices” guideline for the MALDI – to be written in the format required by JVDI – will be published.
**AAVLD Committee Report**
(Note: Please attach additional pages as necessary for subtopics and your minutes/narrative)

Constitution and Bylaws  
Committee  
27 OCT16  
Date

David Steffen __________________  
Committee Chair  
______________________________  
Co-chair if applicable

______________________________  
Nominees for upcoming chair / co-chair

Committee Statement of Purpose: Evaluate proposed changes to By-laws for compliance with all sections of the by-laws and constitution and present proposed changes to the House of Delegates. Monitor functions, policies, resolutions and operations of the AAVLD for compliance with constitution and bylaws.

Strategy(ies) for Committee Activity Supporting AAVLD Strategic Plan (Please List):

Items for Review by the Executive Board (Please List):

Committee could benefit from having a fresh member that is active on the executive board or an immediate past president familiar with current operations and policies to increase awareness of potential conflicts or needed agenda items. Also it would be helpful to have a standing policy that any proposed by-laws changes are presented to the committee at least two week prior to the annual meeting. This year we had no business presented for consideration. That was fine but it would be helpful to know in advance. In past years, the committee assisted with wording on resolutions but that is problematic as many are not available at the time the committee meets. The committee should review all resolutions and the single resolution passed this year had no apparent conflicts.

Action Items for the Committee (Please List):  
No action this year.
Please provide this form to Jim Kistler, Executive Director. Also attach a copy (word) with the committee report narrative (due two weeks after conclusion of Annual Meeting). The committee reports will be posted on the AAVLD website and available to members. If you have questions, please e-mail jkistler@aavld.org

Attendance record – AAVLD Annual Meeting

AAVLD Committee: __Constitution and Bylaws____________________________

Date: ___ 14OCTR16__________ Room: __________________________

(Please print clearly)

<table>
<thead>
<tr>
<th>Name</th>
<th>E-mail address</th>
<th>Currently committee member?</th>
<th>If not, want to join?</th>
</tr>
</thead>
<tbody>
<tr>
<td>David Steffen</td>
<td><a href="mailto:Dstreffen1@unl.edu">Dstreffen1@unl.edu</a></td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Gary Anderson</td>
<td>Gandersvet.k-state.edu</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Sara Plevel</td>
<td><a href="mailto:Slevel@email.arizona.edu">Slevel@email.arizona.edu</a></td>
<td>N</td>
<td>Y</td>
</tr>
</tbody>
</table>
Additional comments:
AAVLD Committee Report
(Note: Please attach additional pages as necessary for subtopics and your minutes/narrative)

_Epidemiology__________________  __10/14/16__________________
Committee  Date

_Ashley Hill____________________  _Laura Goodman____________
Committee Chair  Co-chair if applicable

Nominees for upcoming chair / co-chair  Nominees for upcoming chair / co-chair

Committee Statement of Purpose:

To communicate epidemiologic concepts, techniques and methodologies to enhance the efficacy and efficiency of veterinary diagnostics and utilization of veterinary diagnostic laboratory information for the maintenance of animal and public health.

Strategy(ies) for Committee Activity Supporting AAVLD Strategic Plan (Please List):

Long-term strategy: Work towards development of a national disease surveillance map, available online, using current information on disease diagnoses provided by VDLs.

Items for Review by the Executive Board (Please List):

Action Items for the Committee (Please List):

The committee will contact AAVLD member labs to identify labs willing to participate in a pilot project to produce a national map of abortion submissions.

Francois Elvinger will oversee planning a ½ day workshop focusing on the diagnostic validation component of test validation, with the intent to present the workshop at AAVLD 2017 or AAVLD 2018.

Please provide this form to Jim Kistler, Executive Director. Also attach a copy (word) with the committee report narrative (due two weeks after conclusion of Annual Meeting). The committee reports will be posted on the AAVLD website and available to members. If you have questions, please e-mail jkistler@aavld.org
Attendance record – AAVLD Annual Meeting

AAVLD Committee: __Epidemiology____________________________________________

Date: __10/14/16__________________________ Room: __Oak A/B________________________

(Please print clearly)

<table>
<thead>
<tr>
<th>Name</th>
<th>E-mail address</th>
<th>Currently committee member?</th>
<th>If not, want to join?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ashley Hill</td>
<td><a href="mailto:aehill@ucdavis.edu">aehill@ucdavis.edu</a></td>
<td>Y</td>
<td></td>
</tr>
<tr>
<td>Laura Goodman</td>
<td><a href="mailto:Laura.goodman@cornell.edu">Laura.goodman@cornell.edu</a></td>
<td>Y</td>
<td></td>
</tr>
<tr>
<td>Francois Elvinger</td>
<td><a href="mailto:Fe65@cornell.edu">Fe65@cornell.edu</a></td>
<td>Y</td>
<td></td>
</tr>
<tr>
<td>Amy Glaser</td>
<td><a href="mailto:Alg8@cornell.edu">Alg8@cornell.edu</a></td>
<td>N</td>
<td></td>
</tr>
<tr>
<td>Beate Crossley</td>
<td><a href="mailto:bcrossley@ucdavis.edu">bcrossley@ucdavis.edu</a></td>
<td>Y</td>
<td></td>
</tr>
<tr>
<td>Robert Wills</td>
<td><a href="mailto:Wills@cvm.msstate.edu">Wills@cvm.msstate.edu</a></td>
<td>Y</td>
<td></td>
</tr>
<tr>
<td>Zaheer Iqbal</td>
<td><a href="mailto:zaheer.iqbal@inspection.gc.ca">zaheer.iqbal@inspection.gc.ca</a></td>
<td>N</td>
<td>Y</td>
</tr>
<tr>
<td>Susan Schommer</td>
<td><a href="mailto:schommers@missouri.edu">schommers@missouri.edu</a></td>
<td>N</td>
<td>Y</td>
</tr>
<tr>
<td>Susan Stehman</td>
<td><a href="mailto:Susan.stehman@zoetis.edu">Susan.stehman@zoetis.edu</a></td>
<td>Y</td>
<td></td>
</tr>
<tr>
<td>Anita Edmondson</td>
<td><a href="mailto:aedmondson@cdfa.ca.gov">aedmondson@cdfa.ca.gov</a></td>
<td>N</td>
<td></td>
</tr>
<tr>
<td>Jin Xie</td>
<td><a href="mailto:jxie@alpc.ar.gov">jxie@alpc.ar.gov</a></td>
<td>N</td>
<td>Y</td>
</tr>
<tr>
<td>Katherine Franc</td>
<td><a href="mailto:Katherine.Franc25@uga.edu">Katherine.Franc25@uga.edu</a></td>
<td>N</td>
<td>Y</td>
</tr>
<tr>
<td>Christine Casey</td>
<td><a href="mailto:clcasey@uga.edu">clcasey@uga.edu</a></td>
<td>N</td>
<td>Y</td>
</tr>
<tr>
<td>Veronica Pickens</td>
<td><a href="mailto:vpickens@mail.uoguelph.ca">vpickens@mail.uoguelph.ca</a></td>
<td>N</td>
<td>Y</td>
</tr>
<tr>
<td>Michael McIntosh</td>
<td><a href="mailto:Michael.t.mcintosh@aphis.usda.gov">Michael.t.mcintosh@aphis.usda.gov</a></td>
<td>N</td>
<td>Y</td>
</tr>
<tr>
<td>Karl Hochstein</td>
<td><a href="mailto:Karl.j.hochstein@aphis.usda.gov">Karl.j.hochstein@aphis.usda.gov</a></td>
<td>N</td>
<td></td>
</tr>
<tr>
<td>Beth Harris</td>
<td><a href="mailto:Beth.n.harris@aphis.usda.gov">Beth.n.harris@aphis.usda.gov</a></td>
<td>N</td>
<td></td>
</tr>
<tr>
<td>Dave Wolfgang</td>
<td><a href="mailto:davwolfgang@pa.gov">davwolfgang@pa.gov</a></td>
<td>N</td>
<td></td>
</tr>
<tr>
<td>Brant Schumaker</td>
<td><a href="mailto:bschumak@uwyo.edu">bschumak@uwyo.edu</a></td>
<td>Y</td>
<td></td>
</tr>
<tr>
<td>Brian McCluskey</td>
<td><a href="mailto:Brian.j.mccluskey@aphis.usda.gov">Brian.j.mccluskey@aphis.usda.gov</a></td>
<td>N</td>
<td></td>
</tr>
<tr>
<td>Renate Reimschuessel</td>
<td><a href="mailto:Renate.reimschuessel@fda.hhs.gov">Renate.reimschuessel@fda.hhs.gov</a></td>
<td>N</td>
<td></td>
</tr>
<tr>
<td>Stephane Guillossou</td>
<td><a href="mailto:Stephane.guillossou@zoetis.com">Stephane.guillossou@zoetis.com</a></td>
<td>Y</td>
<td></td>
</tr>
<tr>
<td>Jala Gung</td>
<td><a href="mailto:Jala.gung@fda.hhs.gov">Jala.gung@fda.hhs.gov</a></td>
<td>N</td>
<td></td>
</tr>
<tr>
<td>Pat Halbur</td>
<td><a href="mailto:pghalbur@iastate.edu">pghalbur@iastate.edu</a></td>
<td>N</td>
<td></td>
</tr>
<tr>
<td>Name</td>
<td>Email</td>
<td>Y/N</td>
<td>Y/N</td>
</tr>
<tr>
<td>--------------------</td>
<td>------------------------------</td>
<td>-----</td>
<td>-----</td>
</tr>
<tr>
<td>Sarah Nemser</td>
<td><a href="mailto:Sarah.nemser@fda.hhs.gov">Sarah.nemser@fda.hhs.gov</a></td>
<td>N</td>
<td></td>
</tr>
<tr>
<td>Kathe Bjork</td>
<td><a href="mailto:Kathe.e.bjork@aphis.usda.gov">Kathe.e.bjork@aphis.usda.gov</a></td>
<td>N</td>
<td></td>
</tr>
<tr>
<td>Craig Carter</td>
<td><a href="mailto:Craig.carter@uky.edu">Craig.carter@uky.edu</a></td>
<td>Y</td>
<td></td>
</tr>
<tr>
<td>Gloria Gellin</td>
<td><a href="mailto:Ggell2@uky.edu">Ggell2@uky.edu</a></td>
<td>N</td>
<td>Y</td>
</tr>
<tr>
<td>Michael Martin</td>
<td><a href="mailto:Mmarti5@clemson.edu">Mmarti5@clemson.edu</a></td>
<td>Y</td>
<td></td>
</tr>
<tr>
<td>Karen Meidenbauer</td>
<td><a href="mailto:Karen.meidenbauer@jhuapl.edu">Karen.meidenbauer@jhuapl.edu</a></td>
<td>N</td>
<td></td>
</tr>
<tr>
<td>Karyn Havas</td>
<td><a href="mailto:Karyn.a.havas@aphis.usda.gov">Karyn.a.havas@aphis.usda.gov</a></td>
<td>N</td>
<td></td>
</tr>
<tr>
<td>John Korslund</td>
<td><a href="mailto:John.a.korslund@aphis.usda.gov">John.a.korslund@aphis.usda.gov</a></td>
<td>N</td>
<td></td>
</tr>
</tbody>
</table>
Epidemiology Committee Report – Narrative

Chairs: Ashley Hill and Laura Goodman, 10:00am-12:00pm, Friday, October 14, 2016, Greensboro, NC
Number of attendees: 35

Meeting minutes:

Ashley Hill opened the session. Attendance was taken using the signup sheets.

Mike Martin presented a talk about the planned NAHLN Laboratory Result Message Coverage Study

In his talk, Dr. Martin stressed the importance of collecting data in an IT-compatible content with sufficient details vs. the 10-4 form (handwritten). He discussed what constitutes lab data and cited a Canadian study that was identified as an ideal. Important aspects of surveillance data include a unique ID, a disease classification by the submitter (helpful if from a consistent reference list), and the state. He plans to use a two phase modified Delphi method in order to enumerate a consensus and include valuation from an expert panel with an outside consultant. His goal is to produce a list of consensus elements and identify gaps. All federal/state regulatory diseases in addition to industry-relevant diseases will be included.

Beth Harris then gave a presentation on the NAHLN antimicrobial resistance (AMR) initiative

Dr. Harris introduced the new federal mandate for agencies to work together to address AMR. The goals of action plan include a OneHealth approach. She emphasized the importance of standardizing data. She envisions the start of this work as implementing antibiotic susceptibility testing (AST) across the veterinary field. Since APHIS was not allocated any AMR funding in 2016 budget, a working group with NAHLN, FDA, and CLSI was formed and developed a plan for a pilot project to build infrastructure and request funding. The pathogens of interest included *E. Coli*, *Salmonella Spp.*, *Mannheimia haemolytica*, and the *Staphylococcus intermedius* group. The animal species of interest were identified as cattle, swine, poultry, horses, dogs, and cats. One commercial platform is to be used, and labs would export data already being generated from routine testing. Raw data (prior to interpretation) will ideally go to a central APHIS database.

In subsequent discussions, Dr. Harris indicated that lab selection may depend on test volume, geographic location, and the current messaging system used. Since both NAHLN and FDA Vet-LIRN were named in the action plan, coordination will be emphasized including possibly sharing data. Vet-LIRN director Dr. Reimschuessel was present for the discussion and indicated that they are also interested in coordinating these efforts. Dr. Harris was asked about companies also doing this type of data collection, and she indicated that NAHLN is open to coordinating with companies but have to consider confidentiality and being fair to all in the industry – these details are being discussed in an AAVLD workgroup. Finally, other surveillance streams and how to get the best representation of AMR in animals was discussed.

Ashley Hill presented about web-based spatial disease reporting

The Kentucky site was illustrated as an example of nice public visual reporting of lab data including different graphical options. National implementation would require an AAVLD resolution and a host lab, funding, and a standard for nomenclature. A target audience should be defined (clients/government agencies) in addition to scope of diseases. Confidentiality and confirmation of FADs prior to public release are other considerations. The NAHLN messaging study could be the basis for starting this. Data would need to include species, date, diagnosis, and location. It was generally agreed that environmental testing would be useful to include in this effort, but that the data might be overwhelming and a narrow initial scope would be beneficial. Other issues to be addressed would include wildlife testing, diagnosis criteria (e.g. NAHRS), nomenclature, and level of detail. A concern was raised that
some labs don’t report a diagnosis on all cases, and histories may not be captured in their LIMS. A proposed national reportable disease list could be used (to be discussed at USAHA reportable disease meeting) – but may need some regulatory enforcement behind it.

Craig Carter from Kentucky then gave an update on what his lab is doing with surveillance. They have an Epi person on staff and access to new GIS software that could be used for this surveillance initiative. He is focusing on determining areas of coverage for veterinary care in Appalachia. This project could be used as a platform for a national map. A national serological study on leptospirosis was done, which motivated the release of a new vaccine for horses.

It was agreed that abortion cases could be a good place to start in terms of scope. NAHLN would need some consensus on terms to be used or captured for diagnosis or syndrome. A suggestion was made that we should focus on data already being generated. Several members indicated their intent to reach out to the lab directors committee for input on diagnosis reporting to fill this gap. Reporting unknowns could be problematic due to public perceptions and differences in level of investigation between labs, although it could also be used as support for funding for pathogen ID by sequence-based methods. Context such as herd size could be another important factor to consider when making determinations about what level of detail to be released for the animal’s location. Finally, a student attending the meeting raised the issue of human factors in submission, including veterinarian time/stress/technological proficiency and inconsistencies in forms between labs.

New Business

The travel award for best Epidemiology talk cannot currently be funded due to lack of funds. It was suggested to seek sponsorship with approval from the executive board. We would also like to define criteria for what type of research would be eligible for such an award.

Planning

Dr. Elvinger requested that we consider analysis of diagnostic validation data in a workshop as a way to guide the Technology committee in setting their guidelines for sample sizes. Stephane Guillossou from Zoetis and Amy Glaser contributed to the discussion. A motion to bring this up with the Executive board was passed with 11 in favor and none against (others abstained).

A motion for implementation of a pilot reporting system focusing on abortion was also passed with 10 people in favor, none against (others abstained).

The meeting was adjourned.

Minutes from the 2015 meeting were subsequently approved by email.
AAVLD Committee Report
(Note: Please attach additional pages as necessary for subtopics and your minutes/narrative)

Informatics_________________ 10/17/2016_________________
Committee  Date

Steve Vollmer_________________  Randy Berghefer_____________
Committee Chair  Co-chair if applicable

_________________  _______________________________
Nominee for upcoming chair / co-chair  Nominee for upcoming chair / co-chair

Committee Statement of Purpose:

Strategy(ies) for Committee Activity Supporting AAVLD Strategic Plan (Please List):

The informatics committee will be voting on “IT Guidelines for Accreditation” in November of 2016. These guidelines will be sent to the Accreditation committee for review and posting on the AAVLD website

Items for Review by the Executive Board (Please List):

Action Items for the Committee (Please List):

Vote on “IT Guidelines for Accreditation”
Please provide this form to Jim Kistler, Executive Director. Also attach a copy (word) with the committee report narrative (due two weeks after conclusion of Annual Meeting). The committee reports will be posted on the AAVLD website and available to members. If you have questions, please e-mail jkistler@aaavl.org

Attendance record – AAVLD Annual Meeting

AAVLD Committee:  ______________________________________________________

Date: ___________________________  Room: ____________________________

(Please print clearly)

Attendance list provided as separate file.
Additional comments:

The informatics committee also approved a mission statement for the committee. It is as follows:

It is the mission of the AAVLD Informatics committee to enhance the member labs understanding of the use of technology for data collection, retrieval, security, and reporting in daily activities. By optimizing these processes, it will allow the member labs to focus on the core mission of improving animal health and thereby improving relationships with clients and government entities.

This will be accomplished through the sharing of best practices, successes, and failures from AAVLD member labs.
AAVLD Committee Report
(Note: Please attach additional pages as necessary for subtopics and your minutes/narrative)

JVDI Editorial Board Committee 2016.10.14
Grant Maxie Committee Chair na Co-chair if applicable
Grant Maxie Nominees for upcoming chair / co-chair na Nominees for upcoming chair / co-chair

Committee Statement of Purpose:
“The Journal of Veterinary Diagnostic Investigation is the official journal of the American Association of Veterinary Laboratory Diagnosticians. The mission of the Journal is to educate by informing readers of progress in veterinary laboratory medicine and related fields of endeavor. The key objectives of the JVDI are to promote the science of veterinary laboratory medicine and the betterment of animal and public health.”
AAVLD Executive Board approved 2016.02.05

Strategy(ies) for Committee Activity Supporting AAVLD Strategic Plan (Please List):

1. JVDI supports the AAVLD Core value of Effective communication by providing an educational vehicle for members and an outlet for the scientific productivity of members.
2. Publication of the peer-reviewed, internationally recognized JVDI also supports several of the Goals of AAVLD:
   2. Foster the continuous improvement of diagnostic laboratory techniques and processes, personnel qualifications, and facilities
   3. Promote the continued professional growth of members
   4. Disseminate information concerning the diagnosis/monitoring of animal health and disease surveillance

Items for Review by the Executive Board (Please List):

1. Merge the Publications Committee with the JVDI Editorial Board – rename as Communications Committee as it encompasses publications (JVDI, newsletter, Proceedings) and social media.

Action Items for the Committee (Please List):

See 2016 minutes, appended.
Journal of Veterinary Diagnostic Investigation
Editorial Board Meeting 2016—Minutes
Friday, October 14, 2016; 4:00–6:00 pm
Greensboro, North Carolina

1. Welcome and introductions

Attendees: Grant Maxie, Francisco Uzal, Holly Farrell, Meredith Pond, Ashley Hill, Francisco Carvallo, Steve Bolin, Grant Burcham, Susan Schommer, Musangu Ngeleka, Wilson Rumbeiha, Twntse Ortiz, Sandra Gascon, Brian McCluskey, Subhashinie Kariyawasam, Moges Weldemeskel, Jerry Saliki, Yugendar Bommineni, Shuping Zhang, David Bemis, Shri Singh, Tim Baszler, Akinyi Nyaoke, Aslı Mete

2. Approval of agenda; 3. Approval of minutes of Oct 17, 2015, Kansas City meeting

Approved.

4. Editor’s report (Grant Maxie, EIC)

Numbers summary: The number of manuscripts from 2015 (550 total) to 2016 (419 YTD total) are on track to remain steady. The number of manuscripts from the Middle East have increased from 2014 (3) to 2016 (6). The number of manuscript by world region (US, UK, Latin America, etc.) held steady from 2015 to 2016. Countries of origin increased from 44 (2015) to 49 (2016). The average days of submission to first decision decreased from 2015 (40) to 2016 (21), as did the average days from submission to final decision (2015, 70 days; 2016, 33 days). Rejection rate from 2015 (76%) has held steady through 2016, owing to the increased stringency of our review process.

✓ The Statement of purpose of JVDI was approved by the AAVLD Executive Board, 2016.02.05:

  o “The Journal of Veterinary Diagnostic Investigation is the official journal of the American Association of Veterinary Laboratory Diagnosticians. The mission of the Journal is to educate by informing readers of progress in veterinary laboratory medicine and related fields of endeavor. The key objectives of the JVDI are to promote the science of veterinary laboratory medicine and the betterment of animal and public health.”

  o AAVLD Executive Board approved 2016.02.05

✓ The organizational structure of JVDI was revamped (see September 2016 editorial).

  o Holly Farrell’s position was renamed Managing Editor, from Editorial Assistant.
  o The 3 Associate Editor positions, and their honoraria, were removed as of July.
  o 7 Section Editors are now in place to cover our major disciplines.
  o Added Images Editor (Uzal) and Book Review Editor (O’Toole)
  o The Editorial Board (basically, our preferred reviewers) was increased from 25 to 60 members – listed in the Sept 2016 issue.
  o Duties of SEs and EB members were detailed and signed-off on by all involved.
  o A Section Editor SOP is posted on the JVDI website.

✓ The flowchart of manuscript management was updated.
All incoming mss are screened by Dr. Maxie rather than by Ms. Farrell, to speed processing and help deal with our backlog of mss awaiting publication. This initial screening time is hence down from 3–4 wk to 2 days.

The EIC assigns mss to SEs, who solicit reviewers, correspond with authors, and arrive at a recommendation for revision or rejection.

Mss are then passed to the EIC for final approval, additional editing, before going to the ME for desk editing.

Desk-edited mss are again reviewed by the EIC before going with the final acceptance letter to the authors for final queries and agreement to charges.

Dr. Maxie published 3 editorials in 2016.

- March - *Autopsy/necropsy, diagnosis/detection . . . what’s in a word?*
- July - *Authorship—who goes first?*
- Sept - *Revised JVDI organizational structure*

Our first **JVDI mini-symposium** was held on Thursday, Oct 13 - *Best Practices for Submitting, Reviewing, and Publishing Manuscripts in JVDI* - Maxie, Farrell, Uzal.

- Based on an ACVP Vet Pathology session and an OVC seminar.
- Attended by ~40 people.
- Feedback on the sessions was very good, particularly Paco’s figure presentation and Grant’s “Fun with Words” on terminology and grammar.
- The PowerPoint presentation will be posted on the JVDI website as advice for authors and reviewers.

We published 2 book reviews in 2016.

**A JVDI Special Issue** is in the works on Racehorse injuries—guest editors Francisco Uzal and Laura Kennedy (SAGE will help promote our special issues).

**A Special Issue** on new technologies/best practices is under discussion with Kathy Toohey-Kurth.

Every issue, Holly provides SAGE with leads on commercial reprints to help generate revenue.

The Instructions to Authors were revised twice and posted on the JVDI site, and an outdated copy was removed from a Sage site.

The JVDI Authorship Form was upgraded to a fillable PDF.

Editing conventions and Journal style continued to evolve.

A “Thank-you to reviewers” was published in the March 2016 issue, and this will be an annual feature in the Journal.

A purge continued of the Reviewer database to delete reviewers with low or nonexistent reviewer scores.

Challenges—The backlog of 40–50 manuscripts awaiting publication is a continuing issue. Lack of review articles. Access to publishers for books for book reviews would be appreciated. I have concerns about color page charges for JVDI – under discussion. Advertising revenues are almost non-existent. Advertising revenues continued to decline, with 2 in 2015 and 1 in 2016. Need a parasitologist for Section Editor position.

Action items—see section 8 below.

5. Publisher’s report (Meredith Pond, SAGE Publications)
Circulation: 2015 circulation of 8,968; 2016 YTD circulation of 9,060. Bundled subscriptions (bundled with other Journals), consortia, and developing world subscriptions have increased or remained steady (see p. 5 of SAGE 2016 Annual Publisher’s Report). The developing-world organizations are determined through the WHO (HINARI; http://www.who.int/hinari/about/en/) and Research 4 Life (http://www.research4life.org/about/).


Bibliometrics: 2015 Impact Factor is 1.196, a decrease from 1.353 in 2014. Five-year 2015 Impact Factor is 1.315, a decrease from 1.377 in 2014. Ranked 45 out of 138 journals in the Journal Citation Index Veterinary Sciences category.

The open-access case report journal sponsored by AAVLD and published by SAGE has not taken off given the failure to locate an editor.

See also SAGE 2016 Annual Publisher’s Report.

6. Matters arising from the two reports (open discussion)

Jim Kistler noted in the 2015 Publications Committee meeting that there is a disconnect between the AAVLD website and the JVDI website, as members are unable to use their AAVLD credentials to log in to JVDI. The problem arose when AAVLD’s web host increased the security protocols of the website. SAGE is going to be upgrading their platform, so this will most likely solve the problem, but the upgrade will not be completed until mid-December 2016.

Possibility of adding the 2015 approved Statement of Purpose to website and, if space allows, in the print Journal.

It was suggested that we conduct a readership survey regarding the continued need for case reports; print vs. online (could be age-specific); suggestions for improvement, etc.

It was suggested that Jim Kistler organize a survey specifically for diagnostic laboratory directors to determine their annual expenditure of products from the meeting sponsors. Such numbers can be used to solicit advertising in JVDI separate from meeting sponsorship.

To generate interest in the Journal, SAGE suggests that we notify them of topical articles that can be advertised on their blog, their Twitter account, and in the SAGE Insight newsletter. SAGE will specifically advertise our special issues, which could in turn raise our number of citations and our Impact Factor.

For rejected case reports that have merit, Dr. Uzal suggested in 2015 that the author add a literature review and, upon completion, the article resubmitted for review. This has been somewhat successful, with 2 such case reports published in 2016 and 1 in 2015.

7. General discussion items
   a. Clarification of JVDI submission requirements
      —run-through of mini-symposium PowerPoint presentation
## 8. Action list

<table>
<thead>
<tr>
<th>Action from 2015</th>
<th>Responsible</th>
<th>Complete</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Draft a <strong>JVDI statement of purpose</strong> (to be approved by the AAVLD Executive Board).</td>
<td>Grant Holly</td>
<td>done</td>
</tr>
<tr>
<td>2. Request from Executive Board a <strong>financial statement</strong> for JVDI</td>
<td>Grant</td>
<td>done</td>
</tr>
<tr>
<td>3. Deal with the backlog of MSs awaiting checklist</td>
<td>Grant</td>
<td>ongoing</td>
</tr>
<tr>
<td>4. <strong>Reformat masthead.</strong></td>
<td>Grant, Holly</td>
<td>done</td>
</tr>
<tr>
<td>5. Consider adding more discipline-specific <strong>Associate Editors</strong></td>
<td>Grant</td>
<td>done</td>
</tr>
<tr>
<td>6. <strong>Add Editorial Board members</strong>, renew current EB members, and confirm EB member duties</td>
<td>Grant, Holly</td>
<td>Jan 2016</td>
</tr>
<tr>
<td>7. Appoint a <strong>Book Review Editor</strong>.</td>
<td>Grant</td>
<td>done – Donal O’Toole</td>
</tr>
<tr>
<td>8. Appoint an <strong>Images Editor</strong>.</td>
<td>Grant</td>
<td>done – Paco Uzal</td>
</tr>
<tr>
<td>9. Discuss topics and find speakers for a <strong>mini-symposium</strong> for authors and reviewers for the 2016 annual meeting.</td>
<td>Editors</td>
<td>done</td>
</tr>
<tr>
<td>10. Discuss ideas for <strong>special issues</strong>, and coordinate with SAGE to streamline the process of producing a special issue. e.g., racehorse injuries</td>
<td>Editors</td>
<td>racehorses Paco 2017</td>
</tr>
<tr>
<td>11. Encourage submission of <strong>review articles</strong></td>
<td>All</td>
<td>ongoing</td>
</tr>
<tr>
<td>12. Approach authors of interesting <strong>abstract/poster submissions</strong> (AAVLD proceedings) to solicit articles for JVDI.</td>
<td>All</td>
<td></td>
</tr>
<tr>
<td>13. Add <strong>endorsement statement</strong> to Journal and Instructions to Authors (Publication of papers dealing with a commercial or candidate pharmaceutical product, medical device, or diagnostic test does not convey or imply an endorsement by the Journal of Veterinary Diagnostic Investigation or the American Association of Veterinary Laboratory Diagnosticians.)</td>
<td>Holly</td>
<td>done</td>
</tr>
<tr>
<td>14. Add wording to the Instructions to Authors regarding the addition of a <strong>literature review</strong> in submitted <strong>case reports</strong>.</td>
<td>Holly</td>
<td>done</td>
</tr>
<tr>
<td>15. Contact SAGE to have the Instruction to Authors formatted for <strong>mobile devices</strong></td>
<td>Holly</td>
<td></td>
</tr>
<tr>
<td>16. Alert SAGE to articles that should be <strong>promoted</strong> further (SAGE science blog, Twitter, and SAGE Insight newsletter)</td>
<td>Holly</td>
<td>ongoing</td>
</tr>
<tr>
<td>17. Modify SAGE Editorial Board guidelines to <strong>solicit</strong> Associate Editors and Ed Board members.</td>
<td>Holly</td>
<td>Jan 2016</td>
</tr>
<tr>
<td>18. Work with SAGE to brainstorm new <strong>marketing ideas</strong> for advertising.</td>
<td>Holly</td>
<td>ongoing</td>
</tr>
<tr>
<td>19. Add a link to the <strong>English language</strong> service provider that SAGE endorses in rejection letters</td>
<td>Holly</td>
<td>done</td>
</tr>
<tr>
<td>20. Have SAGE purge inactive (0 0 0) reviewers</td>
<td>Holly</td>
<td>done</td>
</tr>
<tr>
<td>21. Expand <strong>JVDI Wikipedia page</strong></td>
<td>Holly</td>
<td>done</td>
</tr>
<tr>
<td>22. Send a link to Jim Kistler with the current TOC for the <strong>Facebook page</strong> (ongoing)</td>
<td>Holly</td>
<td>ongoing</td>
</tr>
<tr>
<td>23. Send information to Jim for “<strong>JVDI in Focus</strong>” section of the AAVLD newsletter (ongoing)</td>
<td>Holly</td>
<td>ongoing</td>
</tr>
</tbody>
</table>
24. Rectify **defective link** between AAVLD and SAGE to facilitate downloading of JVDI articles

<table>
<thead>
<tr>
<th>Action from 2016, and bring-forward from 2015</th>
<th>Responsible</th>
<th>Complete</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Investigate the proposal from SAGE for a revised publication contract to allow no-charge first color plates in JVDI articles, as in <em>Vet Pathol.</em></td>
<td>Jim, Grant</td>
<td></td>
</tr>
<tr>
<td>2. Improve the flow of manuscripts by adding a field for transfer of mss from the SEs to the EIC.</td>
<td>Holly, Meredith, Grant, Leann</td>
<td></td>
</tr>
<tr>
<td>3. Ask Sage to add footnotes or explanations to their tables, especially re calculation of TATs in their annual report.</td>
<td>Holly, Grant, Meredith</td>
<td></td>
</tr>
<tr>
<td>4. Ask Sage to define the total annual JVDI submissions – originals plus resubmissions of originals.</td>
<td>Holly, Grant, Meredith</td>
<td></td>
</tr>
<tr>
<td>5. Review the AMA style guide and consider modifications to the JVDI style guide.</td>
<td>Holly, Grant, Meredith, Leann</td>
<td></td>
</tr>
<tr>
<td>6. Add JVDI statement of purpose to JVDI website and possibly in print Journal</td>
<td>Holly, SAGE</td>
<td></td>
</tr>
<tr>
<td>7. Deal with the backlog of MSs awaiting checklist</td>
<td>Holly</td>
<td></td>
</tr>
<tr>
<td>8. Addition of parasitology Section Editor</td>
<td>Grant</td>
<td></td>
</tr>
<tr>
<td>9. Readership survey</td>
<td>Grant, Holly, Pam Ferro, Jim Kistler</td>
<td></td>
</tr>
<tr>
<td>10. Diagnostic laboratory directors survey</td>
<td>Grant, Holly, Jim Kistler</td>
<td></td>
</tr>
<tr>
<td>11. Acquire books for review</td>
<td>Grant, Holly, SAGE</td>
<td></td>
</tr>
<tr>
<td>12. Approach authors of interesting abstract/poster submissions (AAVLD proceedings) to solicit articles for JVDI.</td>
<td>Grant, Section Editors, Editorial Board</td>
<td></td>
</tr>
<tr>
<td>13. From 2015: Contact SAGE to have the Instruction to Authors formatted for mobile devices</td>
<td>Holly</td>
<td></td>
</tr>
<tr>
<td>14. Recommend to the Executive Board the merger of the annual meetings of the Publications Committee and the JVDI Editorial Board, given the significant overlap of the topics discussed by the 2 committees.</td>
<td>Pam Ferro, Grant, Jim</td>
<td></td>
</tr>
<tr>
<td>15. Encourage submission of review articles</td>
<td>All editors</td>
<td>ongoing</td>
</tr>
<tr>
<td>16. Work with SAGE to brainstorm new marketing ideas for advertising.</td>
<td>Holly</td>
<td>ongoing</td>
</tr>
<tr>
<td>17. Rectify defective link between AAVLD and SAGE to facilitate downloading of JVDI articles</td>
<td>Jim Kistler, SAGE</td>
<td>ongoing</td>
</tr>
<tr>
<td>18. Alert SAGE to articles that should be promoted further (SAGE science blog, Twitter, and SAGE Insight newsletter)</td>
<td>Holly</td>
<td>ongoing</td>
</tr>
</tbody>
</table>
AAVLD Committee Report
(Note: Please attach additional pages as necessary for subtopics and your minutes/narrative)

Laboratory Safety Committee
Committee

Michelle Norris
Committee Chair

October 15, 2016
Date

Pat Godwin
Co-chair if applicable

same
Nominees for upcoming chair/co-chair

same
Nominees for upcoming chair/co-chair

Committee Statement of Purpose:

The mission of the Laboratory Safety Committee of the American Association of Veterinary Laboratory Diagnosticians is to provide a national forum to discuss current and emerging laboratory safety, biosecurity, and biocontainment issues when working in a veterinary diagnostic laboratory. It is designed to be a central resource for communication, information and support within AAVLD.

Strategy(ies) for Committee Activity Supporting AAVLD Strategic Plan (Please List):

➢ Review the E-list to ensure all members are aware of the list and how to sign on to receive lab safety committee communication.
➢ Completed the survey on common lab safety practices and reviewed the results with committee.
➢ Completed training on Knife Safety as requested by the committee last year. Included a review of injury data as available from the Bureau of Labor Statistics.
➢ Per a request from a member about where to find safety training, presented options for readily available training from OSHA, NIOSH, CDC, etc., that is available free of charge.
➢ Presented Risk Assessment & Biosafety in Necropsy, a case study.
➢ Upload the lab safety training and the survey results to the committee’s AAVLD website so it is readily available to members.

Items for Review by the Executive Board (Please List):

Action Items for the Committee (Please List):

➢ Develop core safety training requirements that would be common to virtually all laboratories for such things as biosafety, hazardous waste, PPE, chemical safety, etc.
➢ Determine training required for employees that may be shared during an outbreak situation.
➢ Formed a Subcommittee to develop recommendations for the core training.
The Sub-committee members are:

Brandye Smith
Jennifer Rudd
Lou Samundio
Mary Payton
Meg Steinman
Sara Plevel
Kimberly Abram
Bruce McLaoughlin
Whitney Fritzinger
Alex Hamberg
Pat Godwin
Michelle Norris

Please provide this form to Jim Kistler, Executive Director. Also attach a copy (word) with the committee report narrative (due two weeks after conclusion of Annual Meeting). The committee reports will be posted on the AAVLD website and available to members. If you have questions, please e-mail jkistler@aaavl.org

Attendance record – AAVLD Annual Meeting

AAVLD Committee: __________________________________________

Date: ________________  Room: ____________________________

(Please print clearly)

<table>
<thead>
<tr>
<th>Name</th>
<th>E-mail address</th>
<th>Currently committee member? Y / N</th>
<th>If not, want to join? Y / N</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
**AAVLD Committee Report**
(Note: Please attach additional pages as necessary for subtopics and your minutes/narrative)

<table>
<thead>
<tr>
<th>Membership Committee</th>
<th>14 October 2016</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cat Barr</td>
<td>Steve Hooser</td>
</tr>
<tr>
<td>Committee Chair</td>
<td>Co-chair if applicable</td>
</tr>
<tr>
<td>Cat Barr</td>
<td>Keith Bailey</td>
</tr>
<tr>
<td>Nominees for upcoming chair / co-chair</td>
<td>Nominees for upcoming chair / co-chair</td>
</tr>
</tbody>
</table>

**Committee Statement of Purpose:**

The AAVLD Membership Committee serves to ensure the continuing viability of the organization by promoting the benefits of AAVLD membership, actively recruiting and engaging new members, identifying strategies for member retention and seeking to improve the membership experience in AAVLD.

**Strategy(ies) for Committee Activity Supporting AAVLD Strategic Plan (Please List):**

<table>
<thead>
<tr>
<th>AAVLD Strategic Plan Goal</th>
<th>Strategic Planning Committee Recommended Strategies</th>
<th>Possible Action Steps</th>
</tr>
</thead>
</table>
| 2 - Foster continuous improvement of laboratory techniques and processes, personnel qualifications, etc | Increase Membership | 1 – Broaden access to membership and membership benefits beyond traditional market

8% membership growth with institutional membership; new CE platform rolled out, 37% joined

**2016 PLAN:** List of new members from Jim to Membership Committee Co-Chairs by end of Oct; Membership Co-Chairs will meet end of Nov; by end of Jan, assign regional or scientific disciplinary mentors to contact new members

| | | |
| 3 - Promote the continued professional growth of members | | |
| | | |
| 2 – Seek to reacquire former members | Individual emails sent out by ED |
| | |
| 3 – Focus on increasing the percentage of members (new/renewed) by January 1 of each year compared to prior year membership | Individual emails sent out by ED |
| 2 - Foster continuous improvement of laboratory techniques and processes, personnel qualifications, etc | Increase Member Value Proposition | 4 – Exit survey of former members **2016 PLAN:** Develop an instrument, collect demographics – what could we do to get you back. |
| 3 - Promote the continued professional growth of members | | |

| 1 – Develop continuing education and best practice training material for labs and staff | | |
| **CE platform online; 37% early adopters; session moderators have selected best talks to build out** | | |
| **2016 PLAN:** Request Task Force be established to coordinate, assist and oversee CE platform and SMEs; to propose and encourage submissions; propose a workshop/symposium at next annual meeting to recruit and coach CE content presenters | | |
| **2016 PLAN:** conversation with USAHA about microportal in AAVLD CE platform; propose establishment of a Tech Track parallel to the annual meeting, probably on Friday afternoon to attract tech staff attendance | | |
| **2016 PLAN:** for now, drop regional meetings | | |

**Items for Review by the Executive Board (Please List):**

The AAVLD Membership Committee respectfully requests the AAVLD Executive Board (EB) establish and empower a Continuing Education (CE) Task Force, responsible to the EB and the Membership Committee, whose charge shall be to solicit, coordinate, and assist in the creation of CE content by subject matter experts in support of the AAVLD Mission and Vision, and the needs of the membership.

**Action Items for the Committee (Please List):**

2016 PLAN: Request Task Force be established to coordinate, assist and oversee CE platform and SMEs; to propose and encourage submissions
2016 PLAN: propose a workshop/symposium at next annual meeting to recruit and coach CE content presenters

2016 PLAN: conversation with USAHA about microportal in AAVLD CE platform; propose establishment of a Tech Track parallel to the annual meeting, probably on Friday afternoon to attract tech staff attendance

2016 PLAN: for now, drop regional meetings in favor of a tech staff track/symposium at annual meeting

Attendance Record – see additional sheet.

Additional comments:

Scheduling notes:

Please keep the New Member Orientation at 5:30-6 pm on Thursday, followed by a Networking Reception, hopefully with sponsorship of food and beverages

Please MOVE Membership Committee back to its previous Friday afternoon 4:30-5:30 time slot.
AAVLD Membership Committee - Minutes

Meeting Friday, 14 October 2016, 8-9 am, Cedar A

Members: Cat Barr (Co-Chair), Steve Hooser (Co-Chair), Deep Tewari (NE), Meg Steinman (SE), Deb Royal (MW), Maria Spinato (CA), Don Kitchen (SW), Jim Everman (NW), Amy Swinford (SC); Jim Kistler

Present: Cat Barr (Co-Chair), Steve Hooser (outgoing Co-Chair), Keith Bailey (incoming Co-Chair), Deep Tewari (NE), Amy Swinford (SC), Meg Steinman (SE), Pat Halbur (NC), Deb Royal (MW)

Regrets: Jim Everman (NW), Maria Spinato (CA). Don Kitchen (SW)

Agenda:

New Member Orientation, Barr: New Member Orientation was rescheduled this year and occurred Thursday evening 5:30-6 pm, immediately followed by an hour of networking reception. President Elect coordinated a sponsor for the open-bar reception (Biomerieux). The Executive Board was well represented, and several committee chairs were also present. Present members of the EB introduced themselves and described their duties and the progression of leadership. Several committee chairs introduced themselves and invited attendees to come to committee meetings. Membership Committee Co-Chair demonstrated use of meeting tools (schedules), invited attendance at any committee meeting except the few actually marked ‘committee only’, and described use of the meeting attendance sheets to indicate interest in becoming involved in membership of the committee. President Elect presented a ‘must-do’ list for first time attendees: attend at least 2 committee meetings, meet people in your discipline area. Discussion included feedback that members fielded lots of questions from new attendees; some new attendees encountered later in the evening clearly enjoyed alcohol while networking; some new attendees might not be arriving until Friday and would have missed the event; directors might not be willing to send new attendees a day early in order to attend at this time slot; this time slot was selected to precede most committee meetings so that new attendees would know in time that they were invited to participate. It was decided that we will try this time slot again next year and re-evaluate when we have more feedback. The sponsorship was a valuable asset to the networking reception.

Continuing Education portal registrations, plans for populating content, Barr/Kistler: The new AAVLD/WCEA continuing education portal was launched in September, and 37% of members have already accessed and signed up for the site. We plan to begin populating the site with AAVLD sourced materials beginning with each scientific sessions’ moderators best presentation selections. Jim Kistler, Cat Barr and Meg Steinman will be assisting authors in development of presentation materials to fill at least 10, 30 minute slots and production of multiple choice tests for each. Items proposed for future posting included materials supporting registration and certification exams, information from the gross pathology mock exam, and information from the racehorse pathology symposium. To encourage participation in the CE platform, the Membership Committee proposes that, while the AAVLD is allowed to keep 85% of any fees charged, AAVLD provide a split with presenters such that AAVLD receive 50% of fees, and the presenter receive 35% with the option to donate their percentage to AAVLD. To support
and encourage potential presenters, propose a workshop/symposium for next fall including training by the CE platform provider and discussion of experiences by individuals who have already participated. Presenting materials on the CE platform could also be used as incentive for industry memberships to post informational webinars. **Membership Committee requests the Executive Board establish a task force to coordinate efforts on the CE platform, establish SME’s to review materials, and assist presenters in developing and posting materials.

Membership statistics, j Kistler: Total membership as of September, 2016, (including life memberships) was 1021. At the same point last year, total membership was 938. We have gained 70 Institutional memberships (new category established last year), by which an institution provides membership access to 10 staff members for up to 2 years in order to foster their involvement in AAVLD. No Industry Partner memberships have yet been purchased. The Membership Committee Co-Chairs requested a list of new members from the Executive Director so that they can be contacted for feedback and encouraged involvement. The committee discussed adding a designation on the nametags for any member who has not been registered in the past 3 years, so that existing members can be recognized by established members.

Nominations for SW region representative – Members will thoughtfully consider and forward nominations to the Co-Chairs for a new Southwest regional representative by Nov 1.

Nominations for Co-Chair to replace Cat Barr and work with incoming Vice Presidents – Tabled – Cat Barr agreed to continue as Co-Chair (pending Presidential approval) to work with incoming Vice Presidents (Keith Bailey will be next).

Membership Committee meeting time slot will need to be changed again for next year – we will try to go back to the Friday afternoon. Friday morning first thing normally conflicts with Accreditation, Bacteriology, … The 8am Friday timeslot this year enabled the largest committee participation in the past 5 years, however. Friday afternoon conflicts with the Co-Chair’s EB obligation.
Committee Statement of Purpose:
The AAVLD Parasitology Committee supports the AAVLD mission to promote continuous improvement and awareness of parasitic diseases by the monitoring and evaluation of the advancements in veterinary parasitic diagnostic techniques.

Strategy(ies) for Committee Activity Supporting AAVLD Strategic Plan (Please List):

Items for Review by the Executive Board (Please List):
Co-chairs for 2018: Mathew Krecic and Mani Lejeune

The Parasitology Committee supports the development and offering of a mini-symposium regarding an Interdisciplinary Discussion of Technologies.

Action Items for the Committee (Please List):
- Results of the *T. foetus* interlaboratory comparison will be emailed to committee members.
- The Parasitology Committee Survey will be emailed to committee members.
- Heat treatment protocols for heartworm diagnostics will be gathered for presentation during the 2017 meeting.
- Committee members will participate in the development of an Interdisciplinary Discussion of Technologies mini-symposium to be offered a day before the start of the 2017 AAVLD conference.
- Conference calls/emails for the development of 2017 agenda.
AAVLD Parasitology Committee Meeting – 2016 Greensboro, NC

Co-chairs: Sandra Rodgers and Tim Hanosh

Co-chairs for 2017: Sandra Rodgers and Tim Hanosh

Co-chairs for 2018: Mathew Krecic and Mani Lejeune

Number of attendees: 20

Special thanks to Zoetis for providing the projector and coffee.

Welcome and review of agenda:

Attendees introduced self and affiliation

Reading of the mission of the Parasitology Committee

Old Business:

Approval of minutes from 2015 meeting

New Business:

Tim Hanosh led a discussion of the T. foetus 2016 Interlaboratory Comparison. Data will be emailed to committee members. Discussion regarding the use of tubes and pouches. Some labs use both, some tubes only, some pouches only. Discussion regarding freezing vs. not freezing and incubating vs. no incubation. Concerns regarding having the submitting vet incubate prior to submitting is that there is no calibration requirements for their incubators.

Mathew Krecic led a discussion regarding heat treatment for canine heartworm antigen tests. Mainly used for problematic cases. Difficulty in having enough liquid post heating for diagnostic test. Heating produces more free antigen therefore increases number of true positives. May be able to detect antigen approximately one month earlier. There may be value in adding an acid (EDTA) post heat treatment. Down side is that there may be more cross reactivity post heating that may decrease specificity. IDEXX has added heat treatment to their catalog. Will continue conversation next year.

Brief discussion regarding the parasitology committee survey. The survey will be emailed to committee members.

Brief discussion regarding the usefulness of an Interdisciplinary Discussion of Technologies led by Pam Ferro. The committed recognized the importance of such a discussion and would like to participate in such.

Gary Anderson presented information regarding tick movement across Kansas along with the growing concerns associated with Anaplasmosis and other tick borne diseases.

Mathew Krecic and Mani Lejeune volunteered to be co-chairs of the parasitology committee for 2018.

The meeting adjourned at 10:15 a.m.

Signed and dated:

[Signature]

Oct. 20, 2016
AAVLD Committee Report
(Note: Please attach additional pages as necessary for subtopics and your minutes/narrative)

Pathology

___________________________  __16OCT2016__________
Committee

David Steffen__________________  Jamie Henningsen__________
Committee Chair

Nominees for upcoming chair / co-chair

Committee Statement of Purpose:
Coordinate and promote pathology education at the AAVLD meeting and work with executive board and accreditation committees to address concerns of pathology. Full description is already posted on the web site.

Strategy(ies) for Committee Activity Supporting AAVLD Strategic Plan (Please List):
- Coordinate Saturday Slide Seminar
- Organize and deliver Gross Pathology Mock examination.
- Work with CL-Davis representative (Matti Kiupel: kiupel@dcpah.msu.edu) for the preconference symposium
- Recognize pathology students with travel and presentation awards.
- Work with ACVP liaison (Matti Kiupel: kiupel@dcpah.msu.edu) to coordinate common training goals and the mutual travel award
These training opportunities for pathologists make the meeting attractive to residents and new members.

- Communicate with accreditation about standards affecting pathology,
- Develop a model voluntary program for proficiency testing pathologist
- Continue IHC proficiency testing program

Items for Review by the Executive Board (Please List):
- The pathology committee voted to award for best student presentation at the pathology slide conference to be selected by moderator and $200 and a certificate funded by the foundation pathology designated funds.
- The pathology committee voted to support two AAVLD/USAHA travel award ($550) for two vet students in a pathology club interested in pathology for travel to AAVLD and noted to be supported by the pathology foundation funds with a committee representative to attend the luncheon. Student awards will be for 2017 only and reevaluated at the 2017 meeting. The ACVP has agreed that the Path Club network developed through ACVP can be used to advertise this award. The pathology committee would like to have these attending students also participate in student activities already organized by AAVLD.
- A suggestion was made to speak with Jim about setting up a pathology committee list serve to facilitate discussion and activities between meetings.

Action Items for the Committee (Please List):
- Coordinate Saturday Slide Seminar
- Organize and deliver Gross Pathology Mock examination.
- Work with CL-Davis representative for the preconference symposium
- Recognize pathology students with travel and presentation awards.
- Communicate with accreditation about standards affecting pathology,
- Develop a model voluntary program for proficiency testing pathologist
- Continue IHC proficiency testing program
**Additional comments:**

ACCREDITATION: Tim Baszler and Lanny Pace provided comments on accreditation and procedures for ongoing competency assessment and Dr. Maxie agreed to share/distribute the program used at Guelph. The accreditation representatives referred to the guidelines and frequently asked question on the web site. (AAVLD.org) Tendency exists for documentation problems more than failure to assess. An SOP for competency must be on file. Keep systems simple and sustainable. Keep record of rounds and slide conference attendance. Outside proficiency tests are available, e.g. VLA, but not required unless stated in your own institutional SOP. The question was raised about referrals to non-accredited labs or departmental or clinical experts that have no compelling reason to seek accreditation, but are recognized as academic experts on the subject of the case. Second opinions by colleagues outside the laboratory do not fall under this category, as long as the final report with the final conclusions is released through the pathologist at the accredited institution. Referrals to non-accredited laboratories are allowable at either the request of the client or permission of the client to send the specific test. Preference for referrals should be given to accredited labs, e.g. AAVLD or ISO17025, and one should have a quality statement from those labs on file.

SLIDE CONFERENCE: Slide conference discussed and 17 cases were presented a few rejected due to time constraints or quality. Priority is given to students and residents. Sold many old slide sets this past year. Seven sets left from last years. A comment was made that the conference was very well organized. Francisco Carvallo chaired the conference. Dodd Sledge (sledged@dcpah.msu.edu) agreed to co-chair in 2017 and Alan Loynachan (alan.loynachan@uky.edu) is Chair for 2017. A suggestion was made for an award to best student presentation. A motion was made by Matti Kiupel to award the best student presentation with $200 and a diploma, the motion was second by Maria Spinato and voted in favor unanimously. The motion was carried. The two coordinators will serve as judges for this award.

AWARDS COMMITTEE: Pathology Awards Sub-Committee: Fransisco Uzal (fuzal@cahfs.ucdavis.edu) chaired the committee. Members include Gayle Johnson (johnsong@missouri.edu) and Moges Waldemski (mwoldem@uga.edu). The committee selected a travel award and judged five competitors for the AAVLD/ACVP travel award won by Nanny Wenzlow, Ribonucleic acid (RNA) decay and the estimation of the postmortem interval (PMI) in horses. Second place (Colleen Monahan, Chromatophorma in bearded dragons) and third place (Erica Noland, Canine ocular melanocytic neoplasms: morphologic and immunohistochemical evaluation) presentations were identified. It was discussed that ACVP/AAVLD award presentation was not identified in the print program. Path Chair will verify with Jim Kistler to get that in the SOP and to work with moderator to assure it is identified as it was this year and to facilitate communication of award candidates once abstracts are available. Matti Kiupel (kiupel@dcph.msu.edu) remains pathology liaison between AAVLD and ACVP.

PATHOLOGY IHC RING TEST: Bruce Thompson (bruce.v.thomson@aphis.usda.gov) presented the results of the PCV2 test and indicated a power point and scores were provided back to participating labs. 16 labs and 74 pathologists participated in this seventh test. Overall there was good agreement amongst the labs. There was variation in staining intensity and background levels observed and variation within labs on how pathologists interpreted rare staining. A number of different methods were used for the PCV2 test and a few labs used Polaroid slides. There was variation in stain intensity and background levels observed and variation within labs on how pathologists interpreted rare staining. A suggestion was made for an award to best student presentation. A motion was made by Matti Kiupel to award the best student presentation with $200 and a diploma, the motion was second by Maria Spinato and voted in favor unanimously. The motion was carried. The two coordinators will serve as judges for this award.

PROFICIENCY TEST SUBCOMMITTEE: Gayle Johnson (johnsong@missouri.edu) and Keith Bailey (keith.bailey@okstate.edu) presented varied visons for voluntary proficiency tests and agreed to coordinate development of a model test for distribution and further feedback. Suggestions of up to 20 cases with open book, perhaps including scanned slides to avoid shipping expense, (not all pathologist have computers that can efficiently handle the scanned slides) perhaps AAVLD website could host the slide and membership lists for the exam. Consider ring test as a model for evaluation as a lab or as individuals.

SUNDAY PATHOLOGY: Race Horse Pathology was outside the committee but was well attended with over 75 attendees and was very informative for those interested in bone pathology in particular. The program filled a time slot usually open for pathologist and may encourage attendees to stay for the Monday plenary session and HOD meeting. Consideration might be given for future topical pathology related presentations and invited speakers in the time slot. The committee made no specific recommendations for 2017.
PATHOLOGY COMMITTEE BUDGET: A good year of sale of several back years of slide sets and donation or a portion of race horse pathology funds and a few generous donors allows sufficient balance to expand awards in 2017. Discussion of AAVLD/ACVP travel award being insufficient to fund full travel. The Award was kept at $1000 to match ACVP as they were reluctant to match any AAVLD increase. A motion was made by Laura Kennedy to support two AAVLD/USAHA travel awards at $550 each for two veterinary students in a pathology club interested in pathology to support travel to AAVLD. The motion was second by Moges Woldemeskel and carried through unanimous vote by the committee. While we would like to have these students participate in all activities already organized by the AAVLD for student attendees, it should be clearly stated that these awards were supported by the pathology committee and a committee representative would attend the luncheon. Student awards will be for 2017 only and reevaluated at the 2017 meeting. Applications for this award will be solicited through the PathClub system of the ACVP by the Pathology Award Sub-Committee and two awardees will be selected. The Sub-Committee will be responsible for organizing this task in a timely manner.

1) We will spend $200 annually for the student presentation award of the Saturday slide conference.
2) In 2017 we will spend $1,100 for two travel awards ($550 each) for veterinary students interested in pathology.

CL-DAVIS symposium: Suggestion was made for the topic hematopoietic system for 2017 integrated with molecular diagnostics, clonality testing and histopathology. This year’s program on dermatopathology was well attended and successful. (kiupel@dcph.msu.edu)

A suggestion was made to speak with Jim about setting up a pathology committee list serve to facilitate discussion and activities between meetings. Pathologists were encouraged to pressure local institutions to donate a local appropriate article for the foundation article if they are not already participating.
AAVLD Committee Report
(Note: Please attach additional pages as necessary for subtopics and your minutes/narrative)

Subcommittee on Bacteriology and Mycology
October 14, 2016
Date

Dustin Loy (outgoing) Kenitra Hammac (1st of 3 year term)
Committee Chair Co-chair if applicable

Kris Clothier
Nominees for upcoming chair / co-chair Nominees for upcoming chair / co-chair

Committee Statement of Purpose:

Strategy(ies) for Committee Activity Supporting AAVLD Strategic Plan (Please List):

Items for Review by the Executive Board (Please List):

Action Items for the Committee (Please List):

Please provide this form to Jim Kistler, Executive Director. Also attach a copy (word) with the committee report narrative (due two weeks after conclusion of Annual Meeting). The committee reports will be posted on the AAVLD website and available to members. If you have questions, please e-mail jkistler@aavld.org
Additional comments:

Subcommittee Meeting 10-14-16 12:30 to 1:30PM

Review of the 2016 IBQAS results
• Thanks to the volunteers who presented and compiled the case results along with Linda and Brenda from NVSL for all of their work in preparing these isolates and coordinating orders this year.
  o Will call for volunteers for next year’s cases at the conclusion of the presentation
• Review of IBQAS case results and the summary of laboratory reporting
• Outline presented of expectations and timeline for case volunteers
  o Case volunteers for the 2017 IBQAS
    ▪ Erdal Erol – Kentucky
    ▪ Rinosh Mani – Michigan State
    ▪ Subhashinie Kariyawasam – Penn State
    ▪ Akhilesh Ramachandran – Oklahoma

Volunteers for new co-chair
• Dustin Loy is outgoing co-chair
• Kris Clothier volunteered to take on this position
• No other nominees – elected unanimously

Mini-symposium ideas
• Anaerobic culture workshop
• Mycology culture workshop
• Any other ideas, please share with any of the co-chairs or bring to the Steering Committee meeting tomorrow, including ideas for speakers for these presentations

Case Report Moderator
• Claire Miller took this over last year and volunteered to continue with this for next year. No other nominees – elected unanimously

BioMic Excellence in Microbiology Award presentation
• Dr. Durda Slavic – University of Guelph awarded this year

Student Awards comments
• Erdal Erol has been coordinating this; Kris Clothier is interested in taking over this position
Laboratory Technology Committee
Date October 14, 2016

Kathy Toohey-Kurth
Committee Co-Chair

Beate Crossley
Co-Chair

Amy Glaser
Nominees for upcoming chair/co-chair

Jianfa Bai
Nominees for upcoming chair/co-chair

Committee Statement of Purpose:
To formulate guidelines around emerging technologies

Strategy(ies) for Committee Activity Supporting AAVLD Strategic Plan (Please List):
The committee is focused on evaluating new technologies in order to provide continuous improvement of the diagnostic laboratories techniques. We are committed to disseminating the information by presenting our achievements at the annual committee meeting, organizing symposia and producing guidance documents, as well as publications.

Items for Review by the Executive Board (Please List):
There are five consensus documents in the form of manuscripts that will be submitted to JVDI in early 2017. Every article will have an outline which will be forwarded to the executive board for review.

Action Items for the Committee (Please List):
There will be two issues of JVDI dedicated to validation of diagnostic tests. The first issue is planned for mid-2017 and contains the following manuscripts:

1. PCR Performance Guidelines
2. Internal Control/Inhibition
3. Overview of validation categories
4. De novo validation
5. Sanger Sequence analysis, bioinformatics
6. Statistics/gold standard
A. Facilitate formation of working groups to develop standards for the following topics:
   - Multiplex arrays, PCR arrays, hybridization arrays, Luminex
   - Next Generation Sequencing
   - Bioinformatics
   - MALDI-TOF
   - LCMS
   - Clonality/tumor typing in pathology
   - In situ hybridization

All committee members will be contacted by email to set up a doodle pool to determine best meeting time for 2017. As in previous years, regular conference calls will be held and the progress of the manuscripts will be discussed.

Please provide this form to Jim Kistler, Executive Director. Also attach a copy (word) with the committee report narrative (due two weeks after conclusion of Annual Meeting). The committee reports will be posted on the AAVLD website and available to members. If you have questions, please e-mail jkistler@aavld.org
Additional comments:
AAVLD Committee Report
(Note: Please attach additional pages as necessary for subtopics and your minutes/narrative)

__Virology____________________  ____10/14/16________
Committee  Date

__Pam Ferro______________  __Doug Marthaler________
Committee Chair  Co-chair if applicable

Nominees for upcoming chair / co-chair  Nominees for upcoming chair / co-chair

Committee Statement of Purpose:

The committee arrived at the following mission statement during this meeting:

- The AAVLD Virology Committee provides avenues for education and communication to improve veterinary diagnostics as well as public awareness of animal and zoonotic viral diseases.

Strategy(ies) for Committee Activity Supporting AAVLD Strategic Plan (Please List):

Discussed compiling a list of what laboratories offer “unique” tests and potentially posting on AAVLD website for members to access

Discussed capturing diagnostic virology fundamentals for future generations of diagnostic virologists.

Discussed the possibility of review-type papers covering areas of interest for diagnostic virologists, such as fetal bovine serum: screening for diagnostic use and alternatives

A virology ListServ has been created and can serve as an avenue for the exchange of information related to diagnostic virology.

Items for Review by the Executive Board (Please List):

Action Items for the Committee (Please List):

1. Develop a list of referral testing
2. Identify topics for papers or commentaries
3. Collaborate with other committee chairs for possible joint symposium around technology.
4. Update website with current list of committee members
5. Update list of Pioneer in Virology award winners on website

**Additional comments:**