ASSOCIATION OF PUBLIC HEALTH LABORATORIES

ADVISORY COMMITTEES

APHL 2019-2020 Work Plans and Priorities

Biosafety and Biosecurity
Environmental Health Committee
Environmental Laboratory Science
Food Safety
Global Health
Infectious Disease
Informatics
Knowledge Management
Laboratory Systems & Standards
Newborn Screening & Genetics in Public Health
Public Health Preparedness and Response
Workforce Development
2019-2020 Biosafety and Biosecurity Committee Work Plan and Priorities

Charge: The Biosafety and Biosecurity Committee provides leadership and guidance on policies and practices which impact Biosafety and Biosecurity in state, local and territorial governmental laboratories. Key activities for the committee include serving as technical experts and assisting state, local and territorial governmental laboratories and federal partners such as the US Centers for Disease Control and Prevention (CDC) with strengthening biosafety and biosecurity programs; collaborating with partners to provide guidance and resources to clinical laboratories to assist with implementing biosafety programs; and developing and delivering biosafety and biosecurity training programs.

Priorities:
1. Serve as a Subject Matter Expert:
   • Provide tools and promote their use: Develop and maintain tools such as a risk assessment toolkit consisting of a policy and template standard operating procedure for performing risk assessments, and checklists to assist public health laboratory (PHL) biosafety officers (BSOs) during site visits with clinical laboratories. (Primarily B5, and also supports C2, C3, C5, B4)
   • Strengthen training programs: Survey PHLs and other key stakeholders to determine training needs and provide training programs using multiple modalities (e.g. webinars, regional and national meetings). (C2, C3, C4, C5)
   • Serve as an expert resource: Provide guidance to APHL staff, members and partners to address biosafety and biosecurity questions and provide support for discussions on the APHL Biosafety CoLABorate Communities. Serve as expert consultants when requested and develop a list of research questions that can be addressed when funding is available. (C4, A1)

2. Collaborate with partners to promote biosafety and biosecurity practices in clinical labs:
   Utilize the established APHL Biosafety and Biosecurity Partners Forum to identify, prioritize and address needs of clinical laboratories. (B5, E)

3. Serve as an Advocate of Biosafety and Biosecurity Practices: (A1, B5, C5 A2, E)
   • Promote continuity of biosafety and biosecurity practices and knowledge in public health and clinical laboratories
   • Work with the Knowledge Management Committee and other partners to track biosafety progress post-federal funding
   • Collaborate with Public Policy to maintain the position statement on biosafety and biosecurity and advocate for continued funding to improve biosafety and biosecurity in public health and clinical laboratories
   • Promote Biosafety to laboratory leadership

4. Promote Biosafety and Biosecurity at an International Level: Collaborate with the Global
Health Program, Committee and other partners to provide expertise to other countries on developing and implementing Biorisk Management plans and safety related training programs. (A5, A6, E)

Joint Activities (with other committees):
- Knowledge Management Committee: work closely with committee to devise strategies to track biosafety progress, post-federal funding
- Global Health Committee: determine areas of engagement and collaboration with the committee for APHL biosafety and biosecurity activities globally (i.e. providing expertise to other countries, developing and implementing Biorisk Management plans and safety related training programs)

Additional Information You Would Like to Share with the Board

N/A
2019-2020 Environmental Health Committee Work Plan and Priorities

Charge:
The Environmental Health Committee (EHC) advises and influences public health and environmental laboratories about ongoing and emerging chemical, environmental and public health threats that impact human health. Key activities include:
1. responding to new and ongoing laboratory issues,
2. developing policy,
3. increasing awareness of environmental and public health conditions,
4. providing education within and external to the laboratory community, and
5. coordinating response to existing and proposed legislations.

Priorities
1. Support work that will better define and improve the use of high quality environmental health data for use by end users and partner agencies, including the determination of exposure information for a broad range of chemicals and toxins by end users and partner agencies (e.g., EPA, CDC, etc.). [Strategic Plan: Provide services that strengthen lab system effectiveness]
   a. Promote and support development of PHLs capabilities and capacities best practices for public health surveillance activities related to the opioid and designer drug crises. (See #4 below/Additional Information)
   b. Provide a forum for discussion of challenges and best practices for PHL activities related to state medical cannabis programs. (collaborate with Food Safety regarding edibles) [Strategic Plan: Promote a Consistent, Coordinated Lab Systems Approach in Federal Responses] *Short and medium term goal*
   c. Provide support for activities conducted by the Partnership for the Accurate Testing of Hormones (PATH) and identify areas where PHLs can benefit and utilize PATH methodologies. *Long term goal*
   d. Work with toxicologists and other PH partners (e.g. CDC, ATSDR) to determine the process for identifying "actionable levels" analytes in biomonitoring studies: Delegating to the EHC’s National Biomonitoring Network Steering Committee. *Medium term goal*
   e. Increase understanding of ways in which biomonitoring and exposure data can be communicated to various audiences (e.g., patient, medical community, public). Explore risk communication collaborations and investigate ways to collaborate with newborn screening on this topic (Newborn Screening). [Strengthen APHL effectiveness and adaptability] *Medium term goal*
   f. Reach out to ASPH to determine whether collaborative opportunities exist. *Short term goal*
2. Maximize and illustrate the value of the LRN-C. [Advocate for a laboratory system that meets public health needs]
a. Identify mechanisms to link the LRN-C with the National Biomonitoring Network. *Short and medium term goal*
b. Identify mechanisms to link LRN-C with LRN-B, including providing input to the annual All-Hazards Survey and national LRN meeting agenda (Public Health Preparedness and Response). [Provide services that strengthen lab system effectiveness] *Medium term goal*
c. Representation on and from the PHPR committee, the APHL Chemical Threat Work Group, and CDC’s LRN-C monthly calls. *Medium term goal*
d. Promote LRN-C so it is utilized in a meaningful way during an environmental contamination event. This work should be linked with epidemiologists and the medical community (Environmental Laboratory Science Committee). *Long term goal*
e. Communicate the effectiveness of the LRN-C as a model for formation of an LRN-R for radiological emergencies. *Medium and long term goal*
f. Provide input to the semi-annual LRN-C technical meeting by offering feedback on speakers and training needs. *Short and medium term goal*
g. Based on resource needs assessment, draft one original document to address LRN-C laboratory needs. *Medium term goal*

3. Champion and advance the National Biomonitoring Network. [Advocate for a laboratory system that meets public health needs]
a. Promote the National Biomonitoring Network and oversee the work of the National Biomonitoring Network Steering Committee. *Medium and long term goal*
b. Revise biomonitoring Hill Day fact sheets enabling educational efforts on the Hill to be current. *Medium term goal*
c. Provide input to the National Meeting for State Biomonitoring Programs by offering feedback on speakers and session topics. *Short term goal*

4. Provide Subject Matter expertise and a laboratory voice in the national environmental health arena and assure that member needs are met. [Enhance laboratory workforce development]
a. Nominate members for federal advisory committees, as needed, including the CDC NCEH Board of Scientific Counselors. *Medium term goal*
b. Nominate members for travel awards to LRN-C Biannual Technical meetings and biomonitoring meetings as well as relevant trainings. *Short term goal*
c. Explore EHC/APHL role around climate change issues, such as wildfires, air quality, flooding, increase in tropical and tickborne diseases. (Potential collaboration with ELSC and ID) *Medium term goal*

Joint Activities (with other committees)
1. Develop partnerships to maintain and enhance environmental health laboratory preparedness and testing programs (Environmental Health Committee).
a. EHC: focus on biomonitoring, LRN-C, LRN-R, and CDC efforts.
b. ELSC: focus on US EPA WLA, ERLN and other preparedness efforts.
ii. New: Help ERLN identify public health laboratories to pilot their new electronic data deliverables system.
iii. New: Assist US EPA National Homeland Security Research Center in identifying public health laboratory scientists interested in participating on research projects, working groups, and/or serving as reviewers for completed work.
c. Address the declining workforce in radiochemistry through a joint workgroup (cohesive with Strategic Map priority “Support Members in the Recruitment, Development and Retention of the Next Generation of Laboratorians.”) along with Workforce Committee.

**Additional Information You Would Like to Share with the Board**
Although the EHC was involved in strategizing around the need for the involvement of public health laboratories in responding to the opioids crisis, it is not listed here since it is now a separate task force reporting to the Board.
2019-2020 Environmental Laboratory Science Committee Work Plan and Priorities

Charge:
The Environmental Laboratory Science Committee (ELSC):
• advises APHL about ways to drive government policy,
• provides technical assistance to environmental laboratories and programs,
• addresses emerging environmental issues, and
• enhances public awareness of the value of environmental laboratories.
The ELSC works on issues related to the US EPA such as water, soil, and air testing. Key activities include: promoting the APHL Annual Meeting, developing trainings for the environmental laboratory community, creating relevant taskforces, serving as the “home base” for environmental laboratories and promoting the recognition of environmental laboratories.

Priorities
1. To increase environmental laboratory opportunities, maintain and build relationships with traditional and non-traditional federal partners, such as: US EPA individual offices, advisory boards and regional laboratories; FDA, and CDC National Center for Environmental Health (NCEH).
   a. Continue to support the strengthening of the US EPA Water Laboratory Alliance (WLA) and implement APHL’s agency-wide US EPA Memorandum of Understanding.
   b. Explore opportunities for laboratories to participate in method validation and other studies, technical review, and method streamlining and harmonizing.
   c. Advise APHL on CDC NCEH environmental health system projects.

2. Advise APHL on development of at least three 2019-2020 environmental laboratory training webinars to provide educational opportunities to all laboratory scientists.

3. To expand the APHL environmental laboratory community, engage non-APHL member state environmental laboratories, and local and water utility environmental laboratories, particularly through US EPA WLA and ERLN membership when appropriate.
   a. New: develop an outreach plan to expand the quarterly environmental lab call and Government Environmental Laboratory listserv, particularly to local laboratories.
   b. New: continue the partnership with Water Environment Federation Laboratory Practices Committee and expand this to include the American Water Works Association Water Quality Committee to address topics of mutual interest.
   c. Complete the environmental health laboratory communications toolkit to help environmental laboratories communicate their value to various stakeholders.
   d. Determine appropriate and valuable speaking opportunities at other conferences (e.g.,
new: AWWA Water Quality Technology Conference).

4. Monitor, comment on, and encourage environmental policies related to emerging issues that affect environmental laboratories.
   a. Continue with year one of principal state laboratories position statement implementation plan.
   b. New contaminants: Monitor the state of the science of contaminants of emerging concern, such as PFAS, cyanotoxins, nanoparticles, pharmaceuticals, indoor air pollutants, radon in water, private well water, and microplastics and advise the environmental laboratory community.
   c. New: Monitor proposed federal regulations and provide comment.

Joint Activities (with other committees)

5. Submit environmental laboratory session and poster proposals for the 2020 APHL Annual Meeting to allow all environmental laboratory scientists to meet and learn.

Joint Activities (with other committees):

1. Develop partnerships to maintain and enhance environmental health laboratory preparedness and testing programs (Environmental Health Committee).
   a. EHC: focus on LRN-C, LRN-R, and CDC efforts.
   b. ELSC: focus on US EPA WLA, ERLN and other preparedness efforts.
      ii. New: Help ERLN identify public health laboratories to pilot their new electronic data deliverables system.
      iii. New: Assist US EPA National Homeland Security Research Center in identifying public health laboratory scientists interested in participating on research projects, working groups, and/or serving as reviewers for completed work.
   c. New: Along with the Workforce Committee, address the declining workforce in radiochemistry through a joint workgroup (cohesive with Strategic Map priority “Support Members in the Recruitment, Development and Retention of the Next Generation of Laboratory.”)

2. Understand how environmental and agricultural laboratories can leverage the Food Safety Modernization Act Produce Rule water testing requirements to improve their services and value (Human & Animal Food Subcommittee).
   a. New: Work with Produce Safety Alliance on documents that support effective farmer-lab communication, such as laboratory reports.

Additional Information You Would Like to Share with the Board
None
2019-2020 Food Safety Committee Work Plan and Priorities

 Charge:
The Food Safety Committee advises and influences the practices of non-federal, governmental laboratories that perform clinical, food and environmental testing in support of public health surveillance and investigation of foodborne illness. The committee develops and disseminates standard practices; conceives, integrates, and helps drive collaborative activities with relevant stakeholders; and monitors the capabilities and capacity of member laboratories.

 Priorities
1. Support the continued implementation of next generation sequencing for food safety testing.
   • Continue to promote the value of WGS through specific success stories shared through venues such as APHL’s blog, Lab Matters, journal submissions, etc.
   • Use the findings from the 2019 FS Survey to identify ongoing challenges and gaps with FS testing and brainstorm ways to address those gaps. (NEW ACTIVITY)
   • Determine enteric WGS funding gaps across state and generate ideas for how to fill these gaps, e.g. a prioritization scheme for sequencing enteric isolates. (NEW ACTIVITY)
   • Stay engaged with other workgroups on guidance around WGS (including the ID Committee and NGS Subcommittee)
   • Provide introductory information on metagenomics for various audiences through presentations, a Lab Matters article, etc. (NEW ACTIVITY)

2. Champion and advance foodborne disease surveillance programs.
   • Collaborate with APHL’s policy program to update the current fact sheet distributed during APHL’s Hill Day.
   • Assess the landscape on CIDT implementation and develop a marketing document/infographic using 2019 CIDT survey data.

3. Contribute to the development of best practices and guidelines related to food safety and foodborne illness testing.
   • Work closely with CDC and ASM to finalize the Campylobacter isolation and characterization guidelines for public health laboratories.
   • Promote tools that assist with the successful submission of state food testing data packages that may lead to federal enforcement actions such as import alerts.
   • Contribute to the development of enteric bacterial Isolate Recovery Guidelines
   • Provide updated recommendations for the Diagnosis of Shiga Toxin-Producing Escherichia coli Infections for public health laboratories.

4. Provide subject matter expertise and a laboratory voice in the national food safety arena in order to help meet member needs.
• Nominate members to national committees, e.g. USDA’s National Advisory Committee on Microbiological Criteria for Foods (NACMCF) or FDA’s Food Advisory Committee (FAC) as opportunities arise
• Nominate members for travel scholarships for national food safety meetings, e.g. IAFP, Pittcon, etc.
• Submit food safety-related session proposals and/or poster abstracts to the inaugural APHL ID Conference, InFORM, APHL Annual Meeting and IAFP 2020. Submit FS-related proposals to other national meetings as appropriate.

5. Support CIFOR activities to improve foodborne disease outbreak detection, investigation and response.
• Support CIFOR Promote Development Team activities around the launch and implementation of the 3rd Edition of the CIFOR Guidelines.
• Use data from the 2019 Food Safety Survey to measure the impact of member implementation of the CIFOR guidelines and provide that information to CIFOR (NEW ACTIVITY)
• Contribute to the development of the 3rd Edition of the CIFOR Toolkit through review of the 2nd Edition Toolkit and participation on relevant sub groups. (NEW ACTIVITY)
• Identify new members to provide APHL laboratory representation on CIFOR Development Teams.
• Develop foodborne outbreak specimen retention guidelines to accompany the OUE Guidelines. (NEW ACTIVITY)

Joint Activities (with other committees)
1. Support of NGS implementation
• Collaborate with the ID Program to promote the value of WGS through specific success stories
• Stay engaged with the ID Committee and NGS Subcommittee on guidance around WGS.
• Collaborate with the ID Program to provide introductory information on metagenomics to a variety of audiences.

2. Champion and advance foodborne disease surveillance programs
• Collaborate with APHL’s policy program to update the current fact sheet distributed during APHL’s Hill Day.

Additional Information You Would Like to Share with the Board
N/A
2019-2020 Global Health Committee
Work Plan and Priorities

Charge:
The Global Health Committee advocates for and enhances the visibility of APHL’s Global Health program. The committee advises and supports GHP strategies and activities, and at the request of other programs, serves as a resource for their global health program-related initiatives. *(approved by the APHL Board of Directors 10/29/18)*

Priorities

1. Promote and educate our members and our partners on the Global Health Strategic Map and its relevance and alignment with the association’s strategic plan. Objective D-1
   a. Share information between committees through our members who serve on multiple committees. Objectives D-1, D-4
   b. Committee Chair and/or member representatives to present on APHL Global Health initiatives at the Centers for Disease Control and Prevention (CDC) partner meetings and other appropriate conferences and meetings. Objective D-1

2. Advance global public health lab workforce through the workforce development group's input and revisions of the modules within the Global Laboratory Leadership Program (GLLP). Objectives C-2, C-3, C-4, C-5

3. Oversee a comprehensive monitoring and evaluation tool to show the impact and outcomes of the various funding mechanisms within the global health program. Objective B
   a. The Monitoring and Evaluation working group will oversee and contribute to the review of the accomplishments of the soon to be completed PEPFAR 5-Year Cooperative Agreement and the development of new tools for continuous monitoring and evaluation of outcomes for the global health program.

4. Facilitate and contribute to the development of a business plan that includes the diversification of global health funding streams in collaboration with the global health program and APHL leadership. Objective D-2
   a. Seek ways to collaborate with other non-profit and for-profit organizations in expanding the funding portfolio
   a. Increase, engage and mobilize collaborations with key laboratory partners and academic institutions
5. Advocate for the continued support from policymakers, legislators, and ambassadors to enhance the visibility of the work we do. Objective A-2
   a. Use the Global Health Security Agenda and PEPFAR One-Pagers created by the Advocacy and Policy workgroup and the APHL policy team to display some of the global health work of the association and advocate for support for global health initiatives with congressional legislators, ambassadors and other stakeholders at a Global Health Hill Day.

Joint Activities (with other committees)
1. Continue collaborations with the informatics committee to create informatics tools and resources that focus on Policy, Infrastructure, Resources, Security, and Protocols for data backup and recovery. Objective B-2

2. Collaborate with other committees to propose combined 2020 Annual Meeting sessions when proposals open in 2019.

Additional Information You Would Like to Share with the Board

N/A
2019-2020 Infectious Disease Committee Work Plan and Priorities

Charge:
The Infectious Disease committee serves to advise the board, the Association, and its partners on laboratory capacities and capabilities as well as the role of the laboratory in the detection, control, and prevention of infectious diseases of public health significance. In addition, the committee advises on the evaluation and implementation of new technologies for the detection of infectious agents, and provides input to shape public health policy.

Priorities
1. Address issues pertaining to the maintenance of laboratory capability and capacity for infectious diseases of public health importance, including the exploration of shared service models.
The Infectious Diseases committee will complete analysis of existing surveys that are in process (Arboviral and NGS) and field additional surveys as needs are identified. The IDC also plans to coordinate closely with the regional consortia to insure that there is good awareness of existing ID resources and assist with establishing shared service models. This priority will also be addressed through documentation of successes and challenges associated with shared service models such as the AR Lab Network as a means of quality improvement of those networks.

2. Explore the use, performance and utility of new and existing diagnostic technologies and consider the impact of these technologies on public health practice. (B5)
This priority will be addressed through several evaluations being undertaken by the STD and TB Subcommittees. The IDC will also work with the Biosafety Committee to compile existing resources on best practices for the use of MALDI-TOF MS for the identification of bacterial and yeast isolates.

3. Assist public health laboratories with guidance and tools for monitoring and responding appropriately to existing or impending infectious disease threats, outbreaks and/or emergencies.
The IDC addresses this priority through the development of best practice and guidance documents. This year the IDC will focus on addressing training and guidance needs for Legionella testing and completing the work on outbreak performance measures.

4. Monitor and respond to new and revised regulations that may impact infectious disease testing in public health laboratories. (A2)
The IDC partners with APHL’s Public Policy team to respond to requests for public comment and monitor public health impacts of new regulations on an ongoing basis (e.g. FDA oversight of Laboratory Developed Tests; HIV and HCV down classification; etc). The IDC will also
5. Assess public health challenges in infectious diseases. Identify the role of public health laboratories in responding to these challenges and seek opportunities to provide guidance, expertise, and strategic planning. The IDC provides data and examples to CDC, APHL’s Public Policy team and others for advocacy of ID related issues as needs arise. Ongoing activities include providing data and examples on the impact of new ELC funding awards. Develop a document that makes recommendations for essential public health laboratory capabilities for arbovirus testing in the United States document (VBD Subcommittee).

6. Support APHL initiatives to develop and maintain relationships with organizations and other entities that influence practices related to infectious diseases. (A6) The IDC will continue to engage with commercial laboratories to identify and document challenges presented by infectious disease response and develop strategies for strengthening current and future interactions. The IDC will also continue to engage with CSTE and other associations on such activities as CSTE position statement review and CORHA representation.

7. Identify and promote the role of public health laboratories in applied and collaborative research including publications and national conference presentations. a. The IDC will seek opportunities for engagement with other associations’ conferences to highlight the work of PHLs in ID research. Specifically, this IDC will advise in the planning of ID Con 2020 and ensure PHL research is incorporated appropriately.

Joint Activities (with other committees)
Biosafety: Compilation of MALDI-TOF MS resources on best practices for safe and accurate implementation of use for the identification of bacterial and yeast isolates.

Environmental Health: Legionella working group to address training and guidance needs.
Laboratory Systems and Standards and Food Safety: NGS Quality Systems Essentials

Partnership with Regional Consortia on ID related activities

Additional Information You Would Like to Share with the Board

N/A
2019-2020 Informatics Committee Work Plan and Priorities

Charge:
The Informatics Committee serves to advise the board and association on information systems, electronic lab messaging and health information exchange. This committee is the Association’s resource for subject matter expertise on information systems, systems standards and the informatics workforce.

Priorities
Communicate laboratory informatics needs and resources regularly with members, partner organizations, federal partners, health IT organizations and other key resources [Goal B2]
1. Create LIMS Toolkit as a laboratory resource
2. Explore the addition of technical user groups to the CoLABorate platform (e.g., Labware, Rhapsody)
3. Support APHL’s Annual Meeting and any other conferences/meetings as appropriate
4. Continue to highlight the committee work and its members through various communication channels (i.e. Informatics Newsletter, Lab Matters)
5. Kick off the Interoperability Forum, a periodic open call to discuss informatics strategies, tools, needs, and challenges, and to facilitate a community exchange of best practices and solutions
Develop an organizational stance on key public health informatics policies [Goal A2]
6. Respond to CMS and ONC comments as a public health informatics community when appropriate
7. Continue to include data science in committee discussions (bi-monthly topic area)
8. Explore legal frameworks around data exchange with the development of a one pager or session abstract
Provide subject matter expertise and a laboratory voice for Electronic Test Order and Result (ETOR) [Goal B2]
9. Continue to support and champion ETOR as a priority of the Computer Needs Technology
10. Explore and promote opportunities to leverage shared platforms/resources/technology to increase laboratory technical capacity
Contribute to the planning, marketing, communication and execution of laboratory informatics training [Goal C2]

11. Continue to market the introductory courses "Life of a Specimen," and "Life of a Result"

12. Complete the third informatics training course on LIMS

13. Complete the development of the Laboratory Informatics Curriculum Framework

14. Develop an additional web-based course through a rapid prototyping process of a framework content area

Joint Activities (with other committees)
• Re-engage with the Informatics/Global Taskforce
• Continue liaison support between the Newborn Screening and Informatics committee

Additional Information You Would Like to Share with the Board

N/A
2019-2020 Knowledge Management Committee Work Plan and Priorities

Charge:
The Knowledge Management Committee (KMC) provides guidance on effective management and use of APHL information resources for members to improve laboratory processes, procedures and systems. The committee adapts, develops, collects, organizes, and disseminates tools to promote public health practice. (approved by the APHL Board of Directors 10/29/18)

Priorities
1. Collect, develop, and introduce Knowledge Management (KM) practices and tools to improve laboratory management (Strategic Map Goal B, C)
   • Develop, finalize and promote the Economic and Social Impact (formerly ROI) tool to help PHLs with state and local advocacy.
   • Continue to enhance, update and promote the Public Health Laboratory Systems Database (PHLSD) to serve as a single source national repository.
   • Solicit and incorporate the submissions of training specific topics by PHLs on the Member Resource Center (MRC) and promote the new, user-friendly platform as a product catalog.
   • Collaborate with the Workforce Development Committee to develop a Recruitment and Retention Guidance document on model practices that targets the next generation workforce.
   • Collaborate with the APHL TB subcommittee, as well as others, to expand the Knowledge Retention Toolkit.
   • Investigate methods to engage and retain the next generation of young PHL professionals
2. Guide and support the Institutional Research (IR) program on interpretation of findings from analyzing different APHL surveys (Strategic Map Goal B, C)
   • Review and assist with updating to the PHL Member Profile.
   • Provide feedback and draw conclusions from surveys and evaluation findings.
   • Assist with data interpretation needs, as required.
   • Promote the use of APHL resources including tools and data driven dashboards (Strategic Map Goal B, C)
   • Promote the utilization of multiple tools (Public Health Laboratory Systems Database, Economic and Social Impact tool, Recruitment and Retention Guidance, and the Knowledge Retention Toolkit).
   • Promote data findings, publications, and visualizations/infographics developed by the IR program.

Joint Activities (with other committees)
1. KMC will work with the TB Subcommittee to
• Expand the Knowledge Retention Toolkit to include a specific section for TB Laboratorians

2. KMC will work with the Laboratory Systems and Standards (LSS) Committee to
• Continue to update and improve the functionality of the Public Health Laboratory System
• Database (PHLSD) under the guidance of the PHLSD Taskforce
• Develop, finalize and promote the Economic and Social Impact (formerly ROI) tool to help PHLs with state and local advocacy

3. KMC will work with the Workforce Development Committee (WDC) to
• Incorporate valuable laboratory training tools and resources into the member resource center
• Create a recruitment and retention guidance document as well as enhance resources in the MRC

Additional Information You Would Like to Share with the Board

N/A
2019-2020 Laboratory Systems and Standards Committee Work Plan and Priorities

Charge:
Updated charge: The LSS committee advocates for the strengthening of quality management systems, promoting the sustainability of public health laboratory systems and supporting the improvement of accuracy and reliability of laboratory results and services. The committee identifies and develops tools and resources to optimize the performance quality of member laboratories and their systems.

Priorities
1. Support national, state, local and regional public health laboratory system models (Goal B4, B5, ongoing priority).
   a. Maintain, promote, and advance the Laboratory System Improvement Program (L-SIP).
   b. Promote and share the tools from the regional networks and offer assistance as requested.

2. Develop a mechanism for measuring the two Healthy People 2030 developmental objectives on laboratory services. (Goal B4, ongoing priority, transitioning from Healthy People 2020 to Healthy People 2030)
   a. Increase the proportion of state public health laboratories that provide comprehensive laboratory services to support emerging public health issues.
   b. Increase the proportion of state public health laboratories that have implemented emerging technology to provide enhanced laboratory services.

3. Support continuous quality improvement in member laboratories by providing tools, training, evaluation and consultation to meet regulatory requirements (i.e. CLIA, CAP, ISO, TNI, EPA, FDA, etc.) and public health agency accreditation. (Goal B5, ongoing priority)
   a. Continue to promote the use of the Member Resource Center by highlighting quality improvement relevant information in various formats.
   b. Continue to develop and maintain the Quality Manager 101 toolkit. Enhance the toolkit by creating a quality assurance dashboard for laboratory supervisors.
   c. Continue to support the Quality Improvement Forum by identifying quality-related topics and speakers.
   d. Finalize and promote the CLIA checklist and related tools.
   e. Provide guidance as needed on NGS Quality Systems Essentials.
   f. Provide guidance on interview survey instrument for the quality manager focus groups.

4. Function as a liaison between public health laboratories, regulatory agencies, professional
organizations and other stakeholders, i.e. CMS and PHAB. (Goal A2, ongoing priority)
a. Assist with developing position statements as necessary.

Joint Activities (with other committees)
• Collaborate with the Knowledge Management Committee by promoting the use of the Public Health Laboratory System Database (PHLSD), Member Resource Center (MRC) and supporting the Economic and Social Impact (formerly Return on Investment) project.
• Work with the Infectious Diseases Committee and the APHL Policy Department on tools/webinars/resources related to laboratory-developed tests, regulatory guidance and other regulatory issues, as appropriate.
• NGS Quality Systems Essentials with Food Safety and Infectious Diseases Committee

Additional Information You Would Like to Share with the Board
None.
2019-2020 Newborn Screening and Genetics in Public Health Committee Work Plan and Priorities

**Charge:**
Provide guidance to the board, the association and stakeholders on matters relating to newborn screening and public health genetics as they relate to issues affecting the membership.

**Priorities**

1. The Newborn Screening Quality Assurance/Quality Control (QA/QC) Subcommittee, under the guidance of the NBSGPH Committee, will collaborate with CDC and state newborn screening (NBS) programs on issues related to QA/QC, proficiency testing, educational opportunities, and training. (Strategic Map Objective C)
   a. In collaboration with the subcommittee, maintain and update the Newborn Screening Interferences List.
   b. Consult with the Subcommittee co-chairs in planning and conducting the tandem mass spectrometry workshop annually in the spring to provide NBS laboratorians hands-on exercises in tandem mass spectrometry NBS tests and second tier testing. The subcommittee will consider training needs across the country and propose additional trainings as necessary.
   c. In collaboration with the subcommittee and the Laboratory Standards and Procedures workgroup of the Advisory Committee on Heritable Disorders in Newborns and Children (ACHDNC), develop guidance on harmonization of reporting biochemical results and NBS terminologies.
   d. In collaboration with the subcommittee, plan, develop and conduct at least one webinar to address quality assurance and control issues affecting NBS programs nationally each year.

2. In collaboration with the NewSTEPs Steering Committee and the NewSTEPs Newborn Screening Quality Improvement Subcommittee, facilitate continuous quality improvement and data-driven outcome assessments in the NBS system. (Strategic Map Objective B)
   a. Promote the value of the NewSTEPs' data repository to encourage use of quality indicator and case data.
   b. The NewSTEPs Steering Committee will review and provide input on the development of state and region specific reports that highlight improvements in quality indicator data on a yearly basis.
   c. In collaboration with the NewSTEPs Steering Committee, offer continuous quality improvement and implementation guidance as well as technical assistance.
   d. In collaboration with the NewSTEPs Steering Committee, develop guidance on education of providers and follow-up staff for newly added NBS disorders to the Recommended Uniform Screening Panel (RUSP).
3. The Newborn Screening Molecular Subcommittee will work to develop, review and provide resources to enhance states’ ability to conduct molecular testing and monitor trends in genetics/ genomics as they relate to public health and newborn screening. (Strategic Map Objective A1)
   a. In collaboration with the Newborn Screening Molecular subcommittee, create online resources to assist NBS programs in implementing gene sequencing and other molecular testing into routine screening.
   b. Collaborate with the NewSTEPs Short Term Follow Up Workgroup and the Newborn Screening Molecular subcommittee to develop guidance on harmonization of NBS molecular results and provide training materials related to interpretation and follow up on molecular test results.
   c. Consult with the Molecular subcommittee chair to plan the molecular training workshop(s) each year to provide NBS laboratorians hands-on training in molecular assays for NBS disorders.

4. The Newborn Screening Health Information Technology workgroup will review and provide guidance into the implementation of newborn screening related HIT standards. (Strategic Map Objective B2)
   a. Provide input into the activities of established “user groups”, identifying topics of interest for discussion and considering next steps for challenges and gaps revealed during user group discussions.
   b. User groups will share experiences specific to areas of interest and identify challenges and solutions

5. Monitor and address legal and legislative issues related to newborn screening programs. (Strategic Map Objective A)
   a. Collaborate with the Legal and Legislative Issues in NBS (LLINBS) workgroup to monitor state and federal legislation affecting NBS programs and provide guidance as new information becomes available.
   b. In collaboration with the LLINBS workgroup, update the residual dried blood spot toolkit.
   c. The LLINBS workgroup will provide guidance to state newborn screening programs in engaging with advocacy groups by developing an advocacy toolkit.

**Joint Activities (with other committees)**
Collaboration with Informatics on Electronic Test Ordering and Reporting (ETOR) activities
Collaboration with the Workforce Development Committee
Collaboration with Global Health Committee

**Additional Information You Would Like to Share with the Board**
N/A
Charge:
The Public Health Preparedness and Response Committee serves as technical experts to advise the Board and the association on all-hazards laboratory preparedness for, and response to, emergencies including terrorism, natural disasters and emerging threats, as they relate to issues affecting the membership. Key activities for the committee include promoting maintenance of laboratory capability and capacity for responding to all-hazard threats, guiding evaluations of new and emerging technologies, and establishing and maintaining partnerships and outreach efforts with key stakeholders such as federal partners, clinical laboratories and first responders.

Priorities
1. Provide Leadership and Technical Expertise to Enhance Laboratory Practice, Preparedness and Response through Rapid Detection and Identification of Emerging Threats. (Objectives A1, A5, C2, C3, C4)
   a. Provide member expertise to support the use of the Laboratory Response Network (LRN) to respond to public health events, including emerging threats. PHPR members on the following committees and workgroups that support LRN:
      i. LRN Joint Leadership Committee (JLC)
      ii. LRN Operational Workgroup (OPS WG)
      iii. Sentinel Laboratory Partnership and Outreach Subcommittee (SLPOS)
   b. Provide guidance to Centers for Disease Control and Prevention (CDC) and other federal agencies on laboratory studies designed to collect performance data on assays/technologies to detect biological threat agents, including the acquisition of specimens necessary for verification. See select examples:
      i. The PHPR committee has representation at CDC LRN assay design control meetings.
      ii. The LRN OPS WG provides expertise to CDC regarding LRN operational requirements.
      iii. PHPR committee members at LRN Advance laboratories assist CDC with activities such as 1) the deployment of new technologies, 2) assay development initiatives, 3) evaluation of new or improved methods, 4) training, and 5) surge testing capacity.
   c. Provide input to the Department of Homeland Security (DHS) programs such as the BioWatch Program. In FY 2019 this includes monitoring development of DHS’s Biodetection-21 (BD-21) program to understand the impact on public health laboratories.
   d. PHPR committee members 1) provide feedback to and educational opportunities for the Federal Select Agent Program (FSAP) on the unique impact of the FSAP on the mission of public health laboratories and 2) monitor and provide guidance to state and local public health laboratories regarding the FSAP.
e. Address policy changes to the transportation of specimens and infectious agents, including select agents and toxins.
f. Collaborate with the Global Health Department to promote public health laboratory preparedness and response, including providing leadership for implementation of Global Health Security initiatives in national lab systems development, biosafety and biosecurity and emergency operations.

2. Participate in the Refinement and Development of Public Health Preparedness Policy Documents, Funding Guidance and Performance Measures. (Objectives B4, C1)
a. Collaborate with the APHL Public Policy Department to monitor and contribute to regulations and legislations which impact public health preparedness and response.
b. Review and provide input to CDC and other partners on the CDC Public Health Emergency Preparedness (PHEP) and Department of Health and Human Services (HHS) Assistant Secretary for Preparedness and Response (ASPR) Hospital Preparedness Program (HPP) Cooperative Agreements and other relevant funding opportunities.
c. Provide input to CDC and other federal partners on performance measures for public health preparedness and response.
d. Provide guidance to DHS, Department of Defense (DoD), Food and Drug Administration (FDA), the U.S. Department of Agriculture (USDA), CDC, and other partners on the development and implementation of the public health and related target capabilities.
e. Provide guidance to APHL’s Public Health Preparedness and Response Department on the Trust for America’s Health (TFAH) preparedness measures and laboratory measures used in the National Health Security Preparedness Index (NHSPI) and other performance measurement indices.

3. Enhance and Maintain Partnerships and Outreach among Sentinel Clinical Laboratory and First Responder Groups. (Objectives A1, A6, B4, C3)
a. Maintain the Sentinel Laboratory Partnerships and Outreach Subcommittee, comprised of representatives from APHL, CDC, sentinel clinical laboratories, and the American Society for Microbiology (ASM), to provide guidance and educational materials to laboratories on clinical laboratory training and technologies for biological threat agents and to provide technical guidance to the College of American Pathologists (CAP) on the national Laboratory Preparedness Exercise (LPX).
b. Collaborate with CDC, APHL’s Workforce Development Department and training staff to develop and provide preparedness courses for public health and sentinel clinical laboratories.
c. Collaborate with members and partners to develop tools and templates for state and local public health laboratories conducting training and outreach to first responder communities.
d. Collaborate with the APHL Environmental Health Committee to maintain partnerships and promote collaborative trainings between state and local public health laboratories, Federal Bureau of Investigation (FBI), National Guard Bureau (NGB) Civil Support Teams (CST) and local first responders.

e. Collect success stories and model practices to share with state and local public health laboratories to promote coordinated technical and biosafety outreach to sentinel clinical laboratories.
f. Collaborate with the Department of Transportation to develop guidance for resolving laboratory issues with shipping infectious materials.
4. Promote a Consistent, Coordinated Lab Systems Approach in Federal Responses. (Objective A3)
   a. Collaborate with CDC Emergency Operations Center and other partners such as Federal Emergency Management Agency (FEMA) to shape training and improve incident management system for public health laboratories at all levels (local to global).
   b. Serve as public health lab systems experts to CDC and other federal agencies to support effective responses.
   c. Collaborate with CDC partners to convene experts across the agency, other federal agencies and non-governmental partners to better address surge capacity needs and to better prepare for and respond to public health threats.
   d. Enhance pre-analytical communication and post-analytical data management and reporting.
   e. Collaborate across APHL and with federal partners, CDC, Tri-Agency Workgroup, to provide guidance on emerging technologies to include the Food and Drug Administration (FDA) Emergency Use Authorization (EUA) approval process.

Joint Activities (with other committees)
Collaborate with the APHL Environmental Health Committee to maintain partnerships and promote collaborative trainings between state and local public health laboratories, Federal Bureau of Investigation (FBI), National Guard Bureau (NGB) Civil Support Teams (CST) and local first responders.

Additional Information You Would Like to Share with the Board
N/A
2019-2020 Workforce Development Committee Work Plan and Priorities

Charge:
APHL’s Workforce Development Committee helps to identify and solve current and future workforce needs, steer training and continuing education, and cultivate new laboratory leadership.

Priorities
1. Guide and oversee the development and delivery of programs to support laboratory leadership [e.g., New Lab Director Orientation (NLDO), Emerging Leader Program curriculum, coaching program and project work]. (Supports Strategic Map Objectives A-1 & C-2).
   a. WDC will continue to support the collaboration between APHL and University of South Florida College of Public Health to support and promote the online doctoral program with USF-COPH. WDC members will contribute to the curriculum and course development by serving on work groups as needed and reviewing documents and processes proposed.
   b. Review and provide feedback on the NLDO program agenda, providing recommendations for improving the experience and suggesting recommendations for aligning this orientation program with the orientation for state health officials.
   c. WDC members will collaborate to submit a proposal for a breakout session at the 2020 APHL Annual Meeting. The session will highlight a critical workforce issue and propose possible solutions to attendees.

2. WDC members serve in an advisory capacity to the workforce development programs; provide PHL perspective; participate in focus groups to identify training needs; serve as or recommend subject matter experts for content development; provide relevant, real-world case studies and scenarios; and review and provide feedback on program activities on a regular basis. (Supports Strategic Map Objective A-1).
   a. Serve as reviewers of candidates applying to the Emerging Leader Program for Cohort 13 Completion by June 30, 2020. Solicit for volunteers from the committee in May.
   c. At least once annually, participate in a focus group discussion to identify training needs and propose topics for the PHL audience (including public health series hands-on courses and webinars; fellowship and leadership skill development) as part of the portfolio of training and workforce development activities outlined in the CDC/APHL cooperative agreement.
   d. Provide feedback on career awareness and STEM activities, including the annual student event sponsored by APHL and co-sponsored by the annual meeting host PHL; Review other existing career awareness resources and recommend updates or additions as needed.

3. Promote certification in public health microbiology and other specialties as appropriate.
(Supports Strategic Map Objectives A-1 & C-2).

a. WDC members will continue to promote the board certification study guide materials and continue to monitor engagement on the laboratory leadership coLABorate group.
b. Identify volunteers to serve as advisors or mentors to candidates in preparation for board certification exams.
c. Contribute to the discussion on CLIA personnel requirements and provide comment as requested by CMS in efforts to review and recommend changes to relevant regulations.

4. WDC, in collaboration with the Knowledge Management Committee (and TWD and IR staff) sponsors the workforce compensation and salary and characterization surveys on a regular basis. WDC will contribute to support the APHL research agenda by sponsoring workforce compensation and characterization surveys on a regular basis. (Supports Strategic Map Objective A-1).

a. WDC will advise TWD and IR staff on the next Workforce Compensation survey to be fielded in 2019. WDC members will identify at least two activities to promote and distribute highlights of the data to APHL member labs when it becomes available.
b. WDC will identify opportunities for collaboration with the Knowledge Management Committee to amplify key messages and themes generated by the workforce surveys.
c. During this CoAg year, WDC will work with the Knowledge Management Committee (KMC) to develop a centralized repository for laboratory training tools and resources.
   i. WDC will work with the KMC to curate a recruitment and retention resource for laboratories.
   ii. We will collaborate to develop and distribute a survey to all member labs to gather information on how they recruit and retain staff (incentives, leadership programs, flex schedules etc.) in their lab and then create a guidance document resource.

Joint Activities (with other committees)

1. WDC will collaborate with the Knowledge Management Committee and IR staff to launch the workforce compensation and salary and characterization and profile surveys in fall 2019. See detail above.

2. WDC will take the lead to engage committee chairs and staff liaisons to develop an agenda for a mini leadership forum on high priority workforce topics.

Additional Information You Would Like to Share with the Board
N/A