



BIOSAFETY AND BIOSECURITY COMMITTEE

2018-2019 WORK PLAN

1. CHARGE

The **Biosafety and Biosecurity Committee** provides leadership and guidance on policies and practices which impact Biosafety and Biosecurity in state and local governmental laboratories. Key activities for the committee include serving as technical experts and assisting state and local 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 them with implementing biosafety programs; and developing and delivering biosafety and biosecurity training programs.

2. WORK PLAN AND 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 biosafety officials (officers) (BSOs) during site visits with clinical laboratories. (Primarily B5, and also supports C2, C3, C5, B4)

Strengthen training programs: Survey BSOs 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 ListServ. 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 Labs

- 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)

3. JOINT ACTIVITIES

As requested, collaborate with the Global Health Committee to address international biosafety and biosecurity priorities in developing countries.

4. ADDITIONAL INFORMATION YOU WOULD LIKE TO SHARE WITH THE BOARD

- Support from the Board to engage Lab Directors and secure buy-in for biosafety.
- Assistance from the Board in advocating for funding for an external facing biosafety program at CDC (likely housed in the Division of Laboratory Systems)



ENVIRONMENTAL HEALTH COMMITTEE

2018-2019 WORK PLAN

1. 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:

- responding to new and ongoing laboratory issues,
- developing policy,
- increasing awareness of environmental and public health conditions
- providing education within and external to the laboratory community, and
- coordinating response to existing and proposed legislations.

2. WORK PLAN AND 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.
- b. Provide a forum for discussion of challenges and best practices for PHL activities related to state medical cannabis programs. (Food Safety regarding edibles)
- 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.
- d. Work with toxicologists and other PH partners (e.g. CDC, ATSDR) to determine the process for identifying safe ranges for biomonitoring exposures for chemicals found in the environment and provide input into analytical method and quality assurance parameters to ensure accurate and consistent measurements can be achieved. (Environmental Laboratory Science Committee)
- 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]
- f. Reach out to ASPH to determine whether collaborative opportunities exist.

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.
- 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]
- c. Representation on and from the PHPR committee, the APHL Chemical Threat Work Group, and CDC's LRN-C monthly calls.

- 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).
 - e. Communicate the effectiveness of the LRN-C as a model for formation of an LRN-R for radiological emergencies.
 - f. Provide input to the semi-annual LRN-C technical meeting by offering feedback on speakers and training needs.
 - g. Based on resource needs assessment, draft one original document to address LRN-C laboratory needs.
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.
 - b. Revise biomonitoring Hill Day fact sheets enabling educational efforts on the Hill to be current.
 - c. Provide input to the National Meeting for State Biomonitoring Programs by offering feedback on speakers and session topics.
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.
 - b. Nominate members for travel awards to LRN-C Biannual Technical meetings and biomonitoring meetings as well as relevant trainings.

3. JOINT ACTIVITIES

- 1. Develop partnerships to maintain and enhance laboratory preparedness and environmental testing programs (Joint priority with ELSC)
 - a. EHC: focus on biomonitoring, LRN-C, LRN-R, and CDC efforts.
 - b. ELSC: focus on ERLN, WLA, and US EPA efforts.

4. ADDITIONAL INFORMATION YOU WOULD LIKE TO SHARE WITH THE BOARD

As APHL begins its work on opioids (funded in September 2018) the EHC's work plan in this realm will expand (1b above).



ENVIRONMENTAL LABORATORY SCIENCE COMMITTEE

2018-2019 WORK PLAN

1. CHARGE

The **Environmental Laboratory Sciences Committee (ELSC)** advises APHL about ways to shape government policy, provides technical assistance for, and enhances awareness of environmental laboratories. The ELSC works on issues related to the U.S. EPA such as air, soil, and water testing. Key activities include: promoting the annual national environmental laboratory conference, developing trainings for the environmental laboratory community, creating relevant taskforces, serving as the “home base” for environmental laboratories and promoting appreciation of environmental laboratories.

2. WORK PLAN AND PRIORITIES

1. Maintain relationships with traditional and non-traditional federal partners, such as: US EPA individual offices, FDA, CDC National Center for Environmental Health (NCEH), and Department of Energy National Analytical Management Program (NAMP).
 - a. Continue to strengthen the US EPA Water Laboratory Alliance.
 - b. Continue to implement APHL’s agency-wide US EPA Memorandum of Understanding.
 - c. Continue and expand relationships with US EPA Regional Laboratories.
 - d. Explore opportunities for laboratories to participate in method validation and other studies, technical review, and method streamlining and harmonizing.
 - e. Advise APHL on CDC NCEH environmental health system projects.
 - f. Facilitate information exchange between NAMP, the Federal Radiological Monitoring and Assessment Center and environmental health laboratories.
2. Advise APHL on development of at least three 2018-2019 environmental laboratory training webinars and resources.
 - a. Ethical Vigilance: Lessons for Environmental Laboratories and Beyond (October 1, 2018)
 - b. Water testing requirements under the FSMA Produce Safety Rule (Fall 2018)
 - c. Joint webinar with National Environmental Health Association - Working with Your Public Health Laboratory to Analyze Cyanotoxins (November 2018)
 - d. State Certification Programs-Public Health Laboratory Collaborative Training Examples
 - e. Connecting Environmental Regulations to the Bench: Safe Drinking Water Act
3. Engage non-APHL member state environmental laboratories, and local and water utility environmental laboratories, particularly through WLA and ERLN membership when appropriate.
 - a. Host quarterly Environmental Laboratories call among ELs nationwide to discuss items of interest. Expand call to local environmental laboratories.
 - b. Develop an outreach plan to expand Government Environmental Laboratory listserv.
 - c. Continue partnership with Water Environmental Federation Laboratory Practices Committee to address topics of mutual interest.

- d. Gather and disseminate communications resources to assist environmental laboratories to communicate their value to various stakeholders.
- e. Determine appropriate and valuable speaking opportunities at other conferences (e.g., US EPA Small Drinking Water Systems, National Environmental Monitoring Conference).
- 4. Monitor, comment on, and encourage environmental policies related to emerging issues that affect environmental laboratories.
 - a. Approve principal state laboratories position statement and begin implementation plan.
 - b. Monitor the state of the science of per- and poly-flouroalkyl substances (PFAS) and cyanotoxins and advise the environmental laboratory community.
 - c. Explore a digital PCR pilot project with an APHL vendor such as BioRad or ThermoFisher.
- 5. Submit environmental laboratory session and poster proposals for the 2019 APHL Annual Meeting.

3. JOINT ACTIVITIES

- 1. Environmental Health Committee - Develop partnerships to maintain and enhance environmental health laboratory preparedness and testing programs.
 - a. EHC: focus on LRN-C, LRN-R, and CDC efforts.
 - b. ELSC: focus on ERLN, WLA, and US EPA efforts.
 - i. Complete US EPA Semi-Volatile Organic Compounds study.
 - ii. Assist NHSRC with Electronic Selected Analytical Methods (ESAM) outreach.
- 2. Human & Animal Food Subcommittee - Understand how environmental and agricultural laboratories can leverage the Food Safety Modernization Act Produce Rule to improve their services and value.
 - a. Develop APHL environmental laboratory newsletter (Bridges) article and joint webinar with Produce Safety Alliance.

4. ADDITIONAL INFORMATION YOU WOULD LIKE TO SHARE WITH THE BOARD

None at this time.

FOOD SAFETY COMMITTEE

2018-2019 WORK PLAN

1. 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. (non-federal currently not included in official charge)

2. WORK PLAN AND PRIORITIES

1. Support the development and implementation of whole genome sequencing for food safety testing.
 - a. Continue to promote the value of WGS through specific success stories shared through venues such as APHL's blog, Lab Matters, journal submissions, etc.
 - b. Develop an infographic fact sheet outlining the importance of PulseNet and demonstrating the need for ongoing funding for this critical surveillance network.
 - c. Send a letter to CDC laboratory leadership outlining the immediate challenges members are facing as they attempt to transition to WGS for all PulseNet pathogens by January 2019.
 - d. Continue to identify ongoing barriers to WGS implementation through a 2018 FS Survey and InFORM regional meetings in winter/ spring 2019. Provide tools, resources and guidance to help members overcome barriers.
2. Champion and advance foodborne disease surveillance programs.
 - a. Collaborate with APHL's policy program to update the current fact sheet distributed during APHL's Hill Day.
 - b. Explore the possibility of developing a congressional bill with APHL's Policy Program and a Hill staffer to support Federal and state AMD initiatives, including cross-jurisdictional benefits to foodborne disease surveillance and unmet needs.
 - c. Assess the landscape on CIDT implementation and develop a marketing document/ infographic using 2018 CIDT survey data.
3. Contribute to the development of best practices and guidelines related to food safety and foodborne illness testing.
 - a. Work closely with CDC to finalize the Campylobacter isolation and characterization guidelines for public health laboratories.
 - b. Promote successful submission of state food testing data packages that led to federal enforcement actions such as import alerts.
 - c. Contribute to the development of enteric bacterial Isolate Recovery Guidelines, based on 2018 data generated at CDC.
 - d. 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 and assure that member needs are met.

- a. 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
 - b. Nominate members for travel scholarships for national food safety meetings, e.g. IAFP, Pittcon, etc.
 - c. Submit a session proposal and/or poster abstract to IAFP 2019. Submit FS-related proposals to other national meetings as appropriate.
5. Support CIFOR activities to improve foodborne disease outbreak detection, investigation and response.
- a. Continue to contribute to the development of the 3rd Edition of the CIFOR Guidelines through participation on chapter sub groups. Support CIFOR Promote Development activities around the launch and implementation of the Guidelines.
 - b. 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.
 - c. Provide laboratory representation on CIFOR Development Teams.

3. JOINT ACTIVITIES

In collaboration with the NGS Subcommittee, the FS Committee will work on guidelines for validating WGS workflows for serotyping and other tools (virulence, identification) under CLIA/CAP accreditation programs.

4. ADDITIONAL INFORMATION YOU WOULD LIKE TO SHARE WITH THE BOARD

Nothing further to add.

GLOBAL HEALTH COMMITTEE

2018-2019 WORK PLAN

1. 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 activities. The committee informs members and partners on the Global Health Program Strategic Map and showcases APHL's global health program-related initiatives. (approved by the APHL Board of Directors 10/29/18)

2. WORK PLAN AND 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.

a. Develop the new 3 year Global Health Strategic Map 2019 - 2022 that will closely align with the new APHL Strategic Map.

b. Continue to showcase global health related initiatives at the 2019 APHL Annual Meeting oral and poster presentations.

c. Continue to share information between committees through our members who serve on multiple committees.

d. Continue to expand member engagement through the Committee Chair and member representative's presentation on APHL Global Health initiatives at the Centers for Disease Control and Prevention (CDC) partner meetings and other appropriate conferences and meetings.

e. Continue to advance global public health lab workforce by providing input on the development and implementation of the Global Laboratory Leadership Program (GLLP)

2. Establish an appropriate governance model for global health.

a. Global Health Committee to create a sub-committee to review the accomplishments of the past and set a new vision for global health.

b. The subcommittee will also work closely with the program staff to develop a business plan that includes the diversification of global health funding streams.

3. Continue to advocate for continued support from policymakers, legislators, and ambassadors to enhance visibility of the international work that we do.

a. Participate in a "Hill Day," with a focus on global health to educate legislators and congressional personnel on the work we do internationally and how it contributes to the One Health initiative.

b. Continue to use the Global Health Security and Point of Care position statements and Fact Sheets to showcase the global health work of the association and advocate for support for global health initiatives with congressional legislators, ambassadors and other stakeholders.

4. Continue to promote Global Health Security and the President's Emergency Plan for AIDS Relief (PEPFAR) initiatives and support related activities.

a. Finalize review of the Laboratory Design Guidance Document for Resource Poor Settings, titled, "Laboratory Facility Construction and Major Renovations Guideline."

3. JOINT ACTIVITIES

1. Collaborate with the informatics committee to create informatics tools and resources such with focus on Policy, Infrastructure, Resources, Security, and Protocols for data backup and recovery.
 - a. Create visibility for APHL's informatics and global health informatics through presentations at conferences.

2. Collaborate with the environmental and infectious diseases committees to propose combined 2019 Annual Meeting sessions.

4. ADDITIONAL INFORMATION YOU WOULD LIKE TO SHARE WITH THE BOARD

1. The committee does not feel that the current committee charge is an appropriate as for the committee as it does not have enough prospective information from across all APHL programs to advise the board and the association on international activities across the organization.
2. One recommendation from the board last year was to create a spreadsheet showing all of the Association's Global Health activity. The committee does not feel that this is a task that the committee can achieve as it is more a staff responsibility than a member responsibility.

INFECTIOUS DISEASE COMMITTEE

2018-2019 WORK PLAN

1. 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.

2. WORK PLAN AND 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 ID Committee will oversee the analyses and report development on data from several surveys addressing STD, vectorborne diseases (VBD), HIV and next generation sequencing (NGS) testing practices and capacity in public health laboratories. The outcomes of these activities will inform future work of the Committee and Subcommittees as well as the broader APHL membership.

2. Explore the use, performance and utility of new and existing diagnostic technologies and consider the impact of these technologies on public health practice:

The ID Committee plans to develop provisional guidance for BioPlex HIV Ag-Ab Assay; a position description and implementation guide to inform uptake of bioinformatics staff and infrastructure in PHLs; a decision matrix for PHLs to reference when bringing on new pathogens for sequencing; and a fact sheet outlining available testing and recommendations for *Mycoplasma genitalium*.

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.

New activities for the ID Committee include development of a best practices document on environmental testing for *Legionella* and collecting information on performance metrics for measuring the efficiency of PHLs in an outbreak response.

4. Monitor and respond to new and revised federal regulations that may impact infectious disease testing in public health laboratories.

The ID Committee will continue to engage federal partners and monitor issues related to infectious disease testing. The ID Committee will inform the membership and provide resources and relevant tools as necessary.

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 ID Committee will continue to work with APHL's Public Policy and other partners to provide data and examples for advocacy on issues related to infectious disease. The Committee is working on developing a document that makes recommendations for essential

public health laboratory capabilities for arbovirus testing in the US. The Committee will continue execution of activities outlined in the 1918 Influenza Pandemic Commemoration Communication plan and revising the Right Size Roadmap 2nd edition and operational guide.

6. Support APHL initiatives to develop and maintain relationships with organizations and other entities that influence practices related to infectious diseases.

The ID Committee will engage with CSTE to enhance collaboration. The ID Committee will work with partners at CDC, CSTE, NACCHO, ASTHO and monitor the progress of CORHA. The Committee will also define and execute follow up activities identified in the Strengthening Public Health and Commercial Laboratory Collaborations meeting from February 2018.

7. Identify and promote the role of public health laboratories in applied and collaborative research including publications and national conference presentations:

The Committee will work with the Knowledge Management Committee to review and update the 2014 Research Toolkit for Public Health Professionals. The Committee will develop a resource informing best practices for NGS/bioinformatics collaborations and partnerships between public health laboratories and academic institutions

3. JOINT ACTIVITIES

The NGS Subcommittee is working with the Food Safety Committee to provide input and assistance with transitioning PulseNet from PFGE to sequencing.

The ID Committee will work with APHL Policy to engage federal partners and monitor issues related to the potential FDA oversight of Laboratory Developed Tests.

The ID Committee has not reached out but plans to explore potential collaboration with the Environmental Health Committee to develop a resource for Legionella testing.

Partner with the Knowledge Management Committee to review and update the 2014 Research Toolkit for Public Health Professionals.

4. ADDITIONAL INFORMATION YOU WOULD LIKE TO SHARE WITH THE BOARD

The ID Committee has identified six outcomes to address from the February 2018 Strengthening Public Health and Clinical Laboratory Collaborations Meeting Summary Report. These focus areas are still being discussed and action items are being defined. The outcomes identified are:

- Strategize with CDC/DLS regarding possibility of communicating the release of new guidance through LOCS
- APHL and ACLA will work together to create, publish and maintain a master point of contact list of commercial laboratory and PHL infectious disease contacts.
- Work with CSTE to educate and familiarize epidemiologists with the unique challenges facing commercial laboratories.
- Leverage ACLA, commercial laboratory and APHL communication mechanisms to educate their respective memberships and laboratories on how to best navigate PHL and commercial laboratory systems.
- Create a process map of current commercial lab/ PH interactions at the pre-analytical, analytical and post-analytical points. The initial process should use one example of a pathogen where interactions are working well and one that requires isolate or specimen submission. The process used can identify points in the process that create bottlenecks

or communications challenges between commercial and public health laboratories.
(focused on post analytical and reporting)

- Create master list of unique reporting and submission requirements for every state and large local public health jurisdictions.

INFORMATICS COMMITTEE

2018-2019 WORK PLAN

1. 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. This informatics Committee will provide technical assistance to public health in the area of LIMS implementation and data exchange.

2. WORK PLAN AND PRIORITIES

Communicate laboratory informatics needs and resources regularly with members, partner organizations, federal partners, health IT organizations and other key resources [Goal B2]

1. Update Requirements for Public Health Laboratory Information Management Systems, a document that outlines a common set of laboratory information management (LIM) system requirements specific to PHLs that can be used to purchase, enhance or develop LIM systems with the capability to electronically exchange information with laboratory customers.

2. Create best practices and lessons learned on LIMS installation, upgrades and enhancements

3. Build out more technical user groups (i.e. STARLIMS) on APHL's COLLABorate Platform

4. Create a network of volunteers to help public health laboratories with informatics related issues by establishing a pool of laboratory informatician members

5. Continue efforts to promote and release the Self-Assessment Informatics tool

Develop an organizational stance on key public health informatics policies [Goal A2, B3]

1. Organize a working group to create a new informatics position statement on advanced technology and/or legal frameworks around data exchange

2. Explore how to manage and analyze health science data to address important questions in public health (data science)

Provide subject matter expertise and a laboratory voice for Electronic Test Order and Result (ETOR) [Goal B2]

1. Computer Technology Needs Subcommittee to work with the Office of the National Coordinator for Health IT (ONC) on targeted implementation paths and development opportunities for ETOR.

Contribute to the planning, marketing, communication and execution of laboratory informatics training [Goal C2]

1. Synthesize, leverage and further develop a laboratory informatics curriculum, establishing "course blue-prints" that address informatics competencies

2. Implement role and competency based laboratory informatics training

a. Complete the Laboratory Information Management course

b. Market 2 new introductory courses

3. JOINT ACTIVITIES

1. Committee liaison created between the Informatics committee and Newborn Screening Health IT Workgroup

2. Continue efforts with the Global Health and Informatics Taskforce

4. ADDITIONAL INFORMATION YOU WOULD LIKE TO SHARE WITH THE BOARD

Nothing further to add.



KNOWLEDGE MANAGEMENT COMMITTEE

2018-2019 WORK PLAN

1. 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)

WORK PLAN AND PRIORITIES

1. Collect, develop, and introduce Knowledge Management (KM) practices and tools to improve laboratory management (Strategic Map Goal B, C)

- Re-brand and implement the Economic and Social Impact (formerly ROI) tool to help PHLs with state and local advocacy.
- Refine the Public Health Laboratory Systems Database (PHLSD) to serve as a single source national repository.
- Promote the submissions of training specific topics by PHLs on the Member Resource Center (MRC) and establish a new, more user-friendly platform as a product catalog.
- Collaborate with the Workforce Development Committee to develop a Recruitment and Retention Guidance document on best practices that targets the next generation workforce.
- Collaborate with Laboratory Systems and Standards (LSS) Committee to expand the Knowledge Retention Toolkit.
- Develop an Outreach Toolkit, with guidance from APHL Communications department, to help PHLs advertise available services to the general population via social media.

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 the updates to the Member Profile.
- Provide feedback and draw conclusions from surveys and evaluation findings.
- Assist with data interpretation needs, as required.

3. 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, Outreach Tool, and Knowledge Retention Toolkit).
- Promote data findings, publications, and visualizations/infographics developed by the IR program.

2. JOINT ACTIVITIES

1. KMC will work with the Laboratory Systems & Standards (LSS) committee to

- Expand the Knowledge Retention Toolkit to include a specific section for Quality Assurance Officers
- Continue to update and improve the functionality of the Public Health Laboratory System Database (PHLSD) under the guidance of the PHLSD Taskforce

- Re-brand and implement the Economic and Social Impact (formerly ROI) tool to help PHLs with state and local advocacy

2. KMC will work with the Workforce Development Committee (WDC) to

- Develop a centralized repository for laboratory training tools and resources
- Create a recruitment and retention resource library for laboratories

4. ADDITIONAL INFORMATION YOU WOULD LIKE TO SHARE WITH THE BOARD

Both The PHLSD Taskforce and LSS are implementing the feedback from the Board of Directors to clearly define the purpose/need of the database, review, revise, and update the testing and equipment inventories, and to simplify the overall PHLSD design, data collection and input. By the end of the committee year we anticipate having the clinical test and equipment menus updated, most member state PHL's data entered, simplified screens and at least one new feature to the database that will improve the data entry process significantly.



LABORATORY SYSTEMS AND STANDARDS

COMMITTEE

2018-2019 WORK PLAN

1. CHARGE

The **Laboratory Systems and Standards (LSS) committee** coordinates 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 proficiency and performance quality of member laboratories and their systems.

2. WORK PLAN AND PRIORITIES

1. Support national, state, local and regional public health laboratory system models (Goal B4, B5).
 - 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. Update the Comprehensive Laboratory Services Survey (CLSS) 2016 in preparation for CLSS 2018. (Goal B4)
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)
 - 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. Add a Quality Manager tab on the APHL Knowledge Retention Toolkit.
4. Function as a liaison between public health laboratories, regulatory agencies, professional organizations and other stakeholders, i.e. CMS and PHAB. (Goal A2)
 - a. Assist developing position statements as necessary.

3. JOINT ACTIVITIES

- Collaborate with the Knowledge Management Committee by promoting the use of the Public Health Laboratory System Database 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.

4. ADDITIONAL INFORMATION YOU WOULD LIKE TO SHARE WITH THE BOARD

None



NEWBORN SCREENING AND GENETICS

IN PUBLIC HEALTH COMMITTEE

2018-2019 WORK PLAN

1. CHARGE

The **Newborn Screening and Genetics in Public Health Committee** serves to advise the Board and Association on matters relating to newborn screening and genetics testing as they relate to issues affecting the membership. Membership is open to all members having interest in laboratory aspects of inherited tendencies and disorders.

2. WORK PLAN AND PRIORITIES

1. The Newborn Screening Quality Assurance/Quality Control Subcommittee, under the guidance of the NBSGPH Committee, will collaborate with CDC and state 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, develop a guidance document to assist NBS programs in determining cutoffs to distinguish between normal and out-of-range test results.

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.

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 into routine screening.

b. Collaborate with the NewSTEPS Short Term Follow Up Workgroup and the Newborn Screening Molecular subcommittee to 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.

3. JOINT ACTIVITIES

n/a

4. ADDITIONAL INFORMATION YOU WOULD LIKE TO SHARE WITH THE BOARD

No further information to add.



PUBLIC HEALTH PREPAREDNESS AND RESPONSE COMMITTEE

2018-2019 WORK PLAN

1. 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 and establishing and maintaining partnerships and outreach efforts with key stakeholders such as federal partners, clinical laboratories and first responders.

2. WORK PLAN AND 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)

- Provide member expertise to support the use of the Laboratory Response Network (LRN) to respond to public health events, including emerging threats.
- 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.
- Provide input to the Department of Homeland Security (DHS) on the BioWatch Program.
- Monitor and provide guidance to state and local public health laboratories regarding the Select Agent Program (SAP).
- Address policy changes to the transportation of specimens and infectious agents, including select agents and toxins.

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)

- Collaborate with the APHL Public Policy Department to monitor and contribute to regulations and legislations which impact public health preparedness and response.
- 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.
- Provide input to CDC and other federal partners on performance measures for public health preparedness and response.

- Provide guidance to DHS, Department of Defense (DoD), Food and Drug Administration (FDA), the U.S. Department of Agriculture (USDA) and other partners on the development and implementation of the public health and related target capabilities.

- 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)

- Maintain the Sentinel Laboratory Partnerships and Outreach Subcommittee, comprised of representatives from APHL, CDC 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).

- Collaborate with CDC, APHL's Workforce Development Department and training staff to develop and provide preparedness courses for public health and sentinel clinical laboratories.

- 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.

- 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.

- 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.

4. Promote a Consistent, Coordinated Lab Systems Approach in Federal Responses. (Objective A3)

- 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).

- Serve as public health lab systems experts to CDC and other federal agencies to support effective responses.

- Collaborate with CDC Division of Laboratory Systems to convene experts across CDC, other federal agencies and non-governmental partners to better address surge capacity needs and to better prepare for and respond to public health threats.

- Enhance pre-analytical communication and post-analytical data management and reporting.

- Collaborate across APHL and with federal partners, CDC Division of Laboratory Systems, Tri-Agency Workgroup, to provide guidance on emerging technologies to include the Food and Drug Administration (FDA) Emergency Use Authorization (EUA) approval process.

3. JOINT ACTIVITIES

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.

4. ADDITIONAL INFORMATION YOU WOULD LIKE TO SHARE WITH THE BOARD

n/a

WORKFORCE DEVELOPMENT

COMMITTEE

2018-2019 WORK PLAN

1. CHARGE

The APHL **Workforce Development Committee** helps to identify and solve current and future workforce needs, steer training and continuing education, and cultivate new laboratory leadership. WDC supports the fielding of workforce characterization and salary surveys and translates relevant data into key messages for the APHL membership.

2. WORK PLAN AND PRIORITIES

1. Guide and oversee the development and delivery of programs to support laboratory leadership. (Strategic map goal C).

- WDC will continue to support the collaboration between APHL and University of South Florida College of Public Health to develop and launch 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.
- 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.
- WDC members will collaborate to submit a proposal for a breakout session at the 2019 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 activity on a regular basis. (Strategic map goal C).

- Serve as reviewers of candidates applying to the Emerging Leader Program for Cohort 12 Completion by June 30, 2019. Solicit for volunteers from the committee in May.
- Serve as reviewers of candidates applying to the APHL PHL Fellowship program, Infectious Diseases track as needed. Completion by June 30, 2019.
- 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 as part of the portfolio of training activities outlined in the CDC/APHL cooperative agreement.
- Provide feedback on career awareness 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. (Strategic map goal C).

- WDC members will continue to promote the board certification study guide materials and continue to monitor engagement on the laboratory leadership colLABorate group.
 - Identify volunteers to serve as advisors or mentors to candidates in preparation for board certification exams.
 - Contribute to the discussion on CLIA personnel requirements for laboratory directors leading moderate and high complexity laboratories to promote consistency in interpretation, clarity of expectations, and provide comment as requested by CMS in efforts to review and recommend changes to relevant regulations.
4. WDC will contribute to support the APHL research agenda by sponsoring workforce compensation and characterization surveys on a regular basis. (Strategic map goal C).
- 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.
 - 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.

3. JOINT ACTIVITIES

- WDC will identify opportunities for collaboration with the Knowledge Management Committee (KMC) to amplify key messages and themes generated by the workforce surveys.
- During this CoAg year, WDC will work with the KMC to develop a centralized repository for laboratory training tools and resources.
- WDC will work with the KMC to curate a recruitment and retention resource for laboratories.

4. ADDITIONAL INFORMATION YOU WOULD LIKE TO SHARE WITH THE BOARD

n/a